



Meeting Activities
Executive Committee Meeting
Date: January 17, 2018

ISSUE:

1. Call to order, Introductions
2. Minutes
3. Executive Director Report
4. DSA Review
5. Leave of Absence Definition
6. Budget
7. E.D. Search Committee
8. Legislative and Public Policy Update
9. Planning and Grants update
10. New/Old Business
11. Public Comment
12. Adjournment

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DISCUSSION:

1. Meeting convened at 1:06 pm
2. Quorum present. December minutes approved. Shannon motioned to approve and Hal seconded.
3. Executive Director Report- Not doing much advocacy at this time because devoting more time to policy and procedure clean up. Updating database and the Council website. Peggy Spaulding will provide a full report on the SRO training. This year new Council members are needed to replace Melissa Mannix as she terms out and to replace Gina Herrera. Marcia will meet with Angela with Board and Commission on Friday for further review of Council terms. Letter was sent to the House and Senate on behalf of the Council, Marcia, Bob, and Senator Aguilar to educate on the Council roles.
4. DSA Review was written by Marcia; second in six years. Document reviewed by the committee. Marcia suggested that any future MOUs be more concrete. MOU is a universal document that guides us regardless of staff and five year Plan. Marcia discussed process after the DSA review.
5. Leave of Absence Definition was discussed and voted on for Lisa Franklin. This Leave of Absence policy update will apply to any Council member on a leave effective immediately. Definition listed below as item number fifteen in minutes.
6. Current Council member on a leave of absence cannot have access to search committee emails but is able to receive Council emails. Member can attend regular bi-monthly Council meetings since it is open to the public and can only comment during open public comment.
7. A member on leave of absence can attend special events held by the Council, such as guest speakers.
8. A member on leave of absence cannot influence active Council member(s).
9. While a member on leave of absence can receive emails regarding Council business, excluding planning and grants, they cannot reply back to emails with personal opinions.
10. Budget- Mackenzie stated the FFY15 funds are completely liquidated. Issues with paying people after September 30th but Feds gave a waiver. \$135,000 for DQ funds and \$90,000 awarded. Remainder of \$45,000

11. FFY17 has fund that needs to be encumbered by September 30th. Possibilities are Sibling, JKF Partners, Emergency Preparedness, Jeff Santelli; all of which are eligible for continuous funding. All of the FFY17 grant would be used and would go in to FFY18 grant by about \$900K. In March Council will need to determine if they will continue funding current grants so we know the money has been used and so Mackenzie can get the appropriate purchase orders.

12. Hal gave Legislative update. Running between 6 and 7 members per meeting. Council members Kristen and Alicia are interested in lobbying and brought a friend who would also like to lobby. Two monthly meetings; First week will address bills and if the committee wants to take a stand. Second meeting will be for normal business. This will be a learning process for the committee as they move forward.

13. Planning and Grants: Sue filled in for Melissa.

- a) Jeff Santelli gave his presentation regarding the work and trainings that have been done and presented plans for future trainings.
- b) Youth leadership Forum presentation from Joe Anzures, Chris Roe, and Bill Wood. This is the first event in Colorado of this kind. All of the trainers for have disabilities as well as the participants . Joe, Chris, and Bill are sending a proposal this week. This event was mentioned at the November Council meeting. 20-30 young people will be selected for the first year then the graduates from year one can be trainers for the second year participants.

14. New/Old Business: Lisa Franklin leave of absence clarifications. She emailed the executive committee six questions to clarify and decide upon during today's meeting. Questions were discussed.

15. Jeanette made motion to accept a leave of absence policy as the following:

- a) A Council member serving a leave of absence is welcome to attend Council trainings and meetings as a member of the public.
- b) A Council member serving a leave of absence cannot receive any emails that pertain to planning and grants and search committee.
- c) A Council member serving a leave of absence can attend regular committee, excluding planning and grants, but can only comment during the public comment allotted time as a member of the public.

Hal seconded this motion and committee approved motion. Marcia will reply to Lisa's email and copy the search committee.

NEXT MEETING: 1:00-3:00 February 21, 2018

Adjournment: The meeting ended at 3:02 PM

ACTION/MOTION/CONSENSUS:

- 1. November minutes were approved.
- 2. Committee reviewed proposed agenda for the January Council meeting.
- 3. Marcia will email Lisa Franklin and the search committee.

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Those in attendance: Shannon Secrest, Jeanette Cordova, Hal Wright, Robert Buzogany,

Staff Present: Marcia Tewell, Sue Fager, Mackenzie Helton, Vanessa Hernandez

Absent: Melissa Mannix