



Meeting Activities
Executive Committee Meeting
Date: December 19, 2018

ISSUE:

1. Call to order
2. Minutes
3. Bruce's Appointment to EC
4. Meeting Dates
5. Working Groups Update from Alicia
6. Retreat Recap
7. Recruitment
8. Agenda creation for January 23 Full Council meeting
9. Universal Accommodation & Full Inclusion
10. Communication
11. Public Comment
12. Adjournment

+++++

DISCUSSION:

1. Alicia called the meeting to order at 1:02 pm.
2. Opening comments from Alicia:
 - Coming to terms that this is a slower process than she would like it to be.
 - But progress is being made and that is a huge success.
 - Culture and a system that has taken at least 17 years to build.
 - We are headed in the right direction and can consistently make changes regularly for the better.
 - Disunity and lack of teamwork is one of the bigger issues we are facing now.
 - Asking to be unified, work together, trust and collaboration, and discussion,
 - Harness how the committee and Council can be unified as a team.
3. Bruce's Appointment to Executive Committee:
 - This was done incorrectly because other candidates were not given the opportunity to run.
4. Minutes: Hal made motion to approve minutes. Paulette seconded. November minutes unanimously approved.
5. Meeting Dates: Suggestion that there be a retreat as a "kick off" when new members are elected.
 - Also need to officially vote on additional Council meeting dates and the March meeting date change at the January (Council) meeting.
6. Working Group Update from Alicia:
 - Guides sent to Council members.
 - Some have responded with excitement and willingness to work.
 - Executive Committee members chairing each work group will need to ask if any members need accommodations.
7. Retreat Recap:
 - Calls with Council members are going well.

- Members want to work and move forward. Members want to contribute inside and outside of the Council meetings. Some members are still unclear on the Five Year Plan. Some members are feeling that they show up to a meeting asked to "rubber stamp" a decision that had already been made. Some members feel they have given their input and suggestions but are not heard and stopped participating.
8. Recruitment Information- Joelle:
- Shared flyer and social media posts she created and asked for suggestions.
 - Also working on a 'Getting To Know You' questionnaire
9. January 23rd Council Meeting:
- Idea is to have EffectX facilitate an Outcome Mapping process to facilitate meeting and provide a venue to create buy in to the Five Year Plan, help build a master plan, general calendar, and build a foundation to move forward.
 - Will also allow time for work group to meet and work in order to meet and plan for the January 30th deadline.
 - Would like to come away with at least a Vision and Mission from the group.
 - Committee will need to determine what the calendar looks like with deadlines.
 - Idea of a consent agenda for Council meetings to include such things as
 - Minutes
 - Meeting Dates
 - Voting items
 All lumped in with the agenda and vote will be taken at that time instead of take time away from the full Council meetings for these general items. However, if a Council member does not feel comfortable or want to vote on something, that agenda can be moved to the full Council meeting.
10. Universal Accommodations:
- General Housekeeping at the new meeting location
 - Different versions- Deon volunteered to help write the different versions
 - Lights off for individuals with light sensitivity
 - Five minute break hourly help individuals
11. Communication Efforts:
- For Executive Committee:
 - Bullet point updates sent every Friday both internal executive committee and Council wide.
 - Joelle and Alicia are creating a Go No Go list to better define the Chair and Executive Director positions.
 - Full Council updates:
 - Create a 30 second read directly to the point and then list resources of where the members can find more in depth information if needed.
12. Meeting adjourned at 3:05 pm.

NEXT MEETING: 1:00-3:00 January 16, 2019

ACTION:

1. Committee needs to develop a new member orientation packet that can be available on Councils website to review.
2. Council needs to officially vote on Bruce as an at large member on the executive committee.
3. Set calendars from July to June to follow Council process.
4. Vanessa will resend the Council member contact list to the executive committee to help organize the work groups.

Draft minutes December 19, 2018 meeting E.C.

5. Committee will need to revisit the RFP process and FFY19 and FFY 20 money
6. Need a generic calendar to write down important dates, timelines, and FFYs.
7. Joelle will forward Alicia the Technical Assistance law document.
8. By January 3, 2019 Joelle will have a recruiting plan to share.
9. Committee will need to determine what the calendar looks like with deadlines.
10. Train the Council about disability awareness to ensure appropriate accommodations are being done.

MOTION:

1. Hal made motion to approve minutes. Paulette seconded. November minutes unanimously approved.

=====

Those in attendance: Alicia Eakins, Bruce Cline, Hal Wright, Deon Gillispe, Paulette Steinhoff

Absent: N/A

Staff Present: Joelle Brouner, Sue Fager, Vanessa Hernandez