

EXECUTIVE COMMITTEE MEETING MINUTES

BPDD Office and Teleconference

Present: **Chair:** Greg Meyer **Vice Chair:** George Zaske; Andy Thain, Nathan Ruffolo

Staff Liaison: Beth Swedeen

Absent: Ashley Mathy

Staff Present: Beth Swedeen, Jeremy Gundlach

Meeting called to order at 2:03 pm.

1. Set September Board Mtg Agenda: Meeting will be Virtual

3:00-3:30 PM	Member Caucus
3:30-4:30 PM	Diversity Committee
4:30-5:00 PM	Nominating and Membership

7:45-8:30 AM	Welcome and Technical Support
8:30-9:30 AM	Governmental Affairs
9:30-11:15 AM	New State-Plan discussion and project implementation
11:15-11:25 AM	Break
11:25-12:30 PM	Business Meeting

2. Discuss November Board Meeting:

- Possibly having a training around cultural competency for the board.
- Create an equity statement for BPDD.
- Public Records training needs to happen for all board members in November

3. Public Records Training:

- Needs to happen in November.
- Jeremy will contact DOA staff to see if we can just go through the training rather than have someone come in.

4. Executive Committee Schedule:

- Monday afternoons seem to be what works best for all exec members. The committee has decided that 3-4pm is the best time on Mondays to have the executive committee meetings.

5. Committee Assignments:

- Ashley has indicated that she would like to stay chair of nominating committee even while she is on executive committee.

- Andy has also indicated that he is happy to stay as chair of diversity committee but would step down if another member wanted the leadership position.
- George discussed having new vice chairs on the committees to start to build leadership for new board members. All members were in agreement.

6. Other Agenda Items:

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Motion to adjourn at 2:42 PM. Unanimously passed.