# MSCOD EXECUTIVE COMMITTEE MINUTES

MSCOD OFFICE

121 E. 7TH PL. Suite 107, St. Paul, MN 55101

October 29, 2014

(APPROVED 11/12/2014)

## ATTENDANCE

Jim Thalhuber in person

Dean Ascheman in person

Robert Johnson – by phone

Barb Stensland – by phone

Staff members present Joan Willshire, David Fenley, Shannon Hartwig, and Andrew Mosca.

Kathy Peterson – by phone Joined at 3:02 p.m.

## CALL TO ORDER

Jim Thalhuber – Council chair called the meeting to order at 2:03 p.m.

## APPROVAL OF AGENDA AND MINUTES

Dean Ascheman motioned for approval of the agenda. Barb Stensland seconded the motion. It was approved by unanimous voice vote. Dean Ascheman motioned for approval of the September 17, 2014 minutes. It was seconded by Barb Stensland. It was approved by unanimous voice vote.

## December 4 Full Council Meeting Discussion

The group reviewed the December 4, 2014 full council meeting agenda items and has made the following suggestions. Subcommittees will meet 9-9:45 am. We will schedule speakers from 10-11 am, potential speaker Kim Peck of DHS. 11 am roll call, legislative discussion starts at 11 am. 30 min recess over lunch. Meeting re-call at 12:30 pm, continue legislative discussion. Other items on the agenda will be covered in the afternoon session are, Executive Committee elections, sub-committee updates and continuance of the focus discussions. The afternoon session will be scheduled at the next meeting.

## Discussion June 2015 Full Council Meeting (Outstate)/Odyssey Conference

The group discussed the potential for scheduling an outstate full council meeting. The meeting would coincide with the 2015 Odyssey conference in Duluth, the group decided it would not be cost effective based on the size of the group to travel and attend the conference. However plans to have an outstate meeting may be planned at a later date, but not in conjunction with the Odyssey conference.

## Subcommittee Focus Discussion

As part of the Focus group discussion of the sub-committees, two documents have been submitted to the Executive Committee for review. The documents provided the group with a description of the committee participants, focus and goals. The group has made recommendations to edit the content. The documents will be edited by staff and presented at the next Executive Committee meeting for approval. Additional discussion covered the general idea of developing a new committee to focus on the areas of Employment, and Public Policy.

## Executive Committee Nomination Discussion

The group discussed the planning for a Nomination Committee for the upcoming Executive Committee election. The elections will be held during the next full council meeting. Progress will be presented at the next Executive Committee meeting scheduled November 12, 2014.

## Legislative Issues for Discussion at next Full Council Meeting

The group discussed the planning for the upcoming legislative session. Due to time limitations, the group decided to schedule a meeting to be held November 12, 2014 to focus solely on the legislative issues. The meeting will cover both the Planning for the 2014/2015 legislative session and the legislative forum planning and updates. The legislative forum will be held on December 5, 2014.

## ADA Legacy Update

Staff member Andy Mosca provided updates to the group on the ADA Legacy project. Andy reported that the Video and Poster contest rules are posted and ready. The RFP for TpT/July 9, 2015 event is in, and expects results soon, and will report back with details as they come in. Mosca also reported the agency has contacted sponsors for the event, and will provide updates at the next meeting.

## FINANCIAL – Encumbrances

Reminder- the group will no longer pass a motion on the approval of the **Managers Financial Reports (MFR).**

Encumbrance Reports-

Dean Ascheman motioned to approve MSCOD’s **PO’s** totaling **$951.09** It was seconded by Barb Stensland. It was approved by unanimous voice vote.

Dean Ascheman motioned to approve MSCOD’s **Contract’s** totaling **$850.00.** It was seconded by Kathy Peterson. It was approved by unanimous voice vote.

MSCOD’s **ADA Legacy Grant PO’s** totaling NONE for this reporting period.

MSCOD’s **ADA Legacy Grant Contract’s** totaling NONE for this reporting period.

Board Chair Jim Thalhuber motioned to adjourn; Robert Johnson seconded.

The meeting was adjourned at 4:06 p.m.

Respectfully submitted,

Shannon Hartwig