# MSCOD EXECUTIVE COMMITTEE MINUTES

MSCOD OFFICE

121 E. 7th Pl. Suite 107, St. Paul, MN 55101

August 12, 2015

(APPROVED 9/9/2015)

## ATTENDANCE

Jim Thalhuber in office

Dean Ascheman– phone

Nate Aalgaard – phone

Robert Johnson – Absent

Kathy Peterson – Absent

Staff present Joan Willshire, and Shannon Hartwig

## CALL TO ORDER

Jim Thalhuber as chair called the meeting to order at 2:08 p.m.

## APPROVAL OF AGENDA AND MINUTES

Dean Ascheman motioned for approval of the agenda; it was seconded by Nate Aalgaard. It was approved by unanimous voice vote.

Dean Ascheman motioned for approval of the minutes of the July 8, 2015 meeting. Nate Aalgaard seconded the motion. It was approved by unanimous voice vote.

## ADA LEGACY UPDATE

Joan Willshire provided the group with an update for the event that was held on July 26th at the Minnesota History Center. There were approximately a thousand people in attendance. Due to the heat, the event was moved indoors, there were a few minor items that needed attention, but overall the move was the better choice. There was a lot of media coverage for the event; there were a few spots on channels 4, 5 and 9. Jim Thalhuber mentioned how great he thought the speakers were, and that the staff did an awesome job planning the event. Questions about when the tpt documentary will be featured again? The schedule will be sent out at a later date. Dean Ascheman, shared with the group that he was impressed with the social media side of the event, including the website, facebooking, and the twitter-verse! David Shaw worked really hard throughout the day to provide the coverage, it really showed how much the public was interested in the event. Joan Willshire also shared with the group, that a short survey was sent out after the event, and updates will be provided at the next meeting.

## Sub-committee Discussion

Both MSCOD staff and council members have been busy with the event planning for the ADA Legacy event. Now that things are winding down, we can focus on the regrouping of the sub-committees. In the past it has been hard to keep the meetings scheduled to flow with the full council meetings, and it might be a good idea to have the admin staff assist with the planning, in a similar fashion to the full council meeting planning. This should give the lead staff for each sub-committee the assistance needed to keep the meeting scheduled and organized, and freeing up time for staff to focus on their day to day tasks. Other plans include focusing on a core group for each committee. More information will be available at a later date.

## FULL COUNCIL MEETING AGENDA – September 24, 2015

The committee discussed the agenda for the full council meeting on September 24, 2015. The meeting will be held at Northwest Area Foundation. The meeting will include a SWOT analysis and strategic planning, which will be assisted by Kris Von Amber. Agenda Items include, 9am SWOT, viewing of the tpt documentary, a working lunch, and 1:30pm – 3:30pm business, financial and budgetary review, updates on the ADA October event, and review of the ADA July event.

## LEGISLATIVE UPDATE

Joan Willshire gave a brief update. The first draft of the environmental scan will be sent out as soon as it is remediated for accessibility (completed on 8/13/2015) and sent out to the members of the executive committee. We ask that the group review and comment on the environmental plan, and reply to David Fenley, by August 26, 2015, the plan can then be sent out to the full council prior to the Ten day timeline, for the 9/24/2015 full council meeting.

## STATE FAIR UPDATE

Joan Willshire gave a brief update. Staff are wrapping up the last minutes details. Everything is working out, there are always a few minor kinks, but staff are equipped to handle anything that pops up. We have a lot of Commissioners volunteering to “man the booth” and so far we have HHS, DNR, and MDE, we will also have artists along with our regular crew.

## OTHER BUSINESS

There have been some changes in the ADA Legacy Event planned for October, based on needs, and budget. We may have a change in location, this will give us the opportunity to focus on the quality of the event. More details will be available at the next meeting.

## PLANNING – FUTURE COUNCIL MEETINGS

The next executive committee meeting will be September 9, 2015. Full council meetings are tentatively scheduled for September 24, 2015, December 3 & 4, 2015 and March 24, 2016.

## ADJOURNMENT

Dean Ascheman motioned to adjourn; Bob Johnson seconded. The chair adjourned the meeting at 3:08 p.m.

Respectfully submitted,

Shannon Hartwig