# MSCOD EXECUTIVE COMMITTEE MINUTES

MSCOD OFFICE

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

March 9, 2016

(APPROVED 5/11/2016)

## ATTENDANCE

Dean Ascheman, in office

Jim Thalhuber, in office

Nate Aalgaard, via phone

Kathy Peterson, via phone

Robert Johnson, Absent

Staff present: Joan Willshire, David Fenley and Shannon Hartwig

## CALL TO ORDER

Jim Thalhuber as chair called the meeting to order at 2:01 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.

Nate Aalgaard motioned for approval of the minutes of the February 10, 2016 meeting. Dean Ascheman seconded the motion. It was approved by unanimous voice vote.

## Legislative update

Staff member Joan Willshire presented the group a brief background on 2016 MSCOD policy agenda, other items include staff member David Fenley presenting a 30 second statement on bill language, and a demand letter. Joan Willshire also gave a brief review of the meeting with the contractors of the State Senate Building, which included a tour of the building and a review of the adjustments made.

## Committee updates

Joan Willshire gave a brief review on the progress that committees have made. The committees have been meeting regularly, and their next task will be to review and make recommendations on the position papers, the goal will be to align the positions papers to best reflect the groups focus areas. The Positions papers were presented by the former committee structure.

## Nominations Committee/Council member Update

Joan Willshire reported that we have a full slate of applicants for the council member appointments, and we are waiting to hear from the Governor’s office. Once the appointments are made, MSCOD will schedule the new member orientation.

## Board Self Evaluation - Discussion

The group reviewed a few documents that members of the group provided. Based on the discussion, Council Chair Jim Thalhuber will take the recommendations, combine them and forward them to the next meeting for review.

## Budget - Discussion

Joan Willshire reported that as we are nearing the end of the fiscal year, the budget is on track.

## Executive Director Report

**ACTION:** A motion was made by Dean Ascheman, to approve staff member David Fenley for outstate travel for the purpose of attending the National ADA conference held in June 2016 in Denver, Co including registration fees, transportation, meals, and other costs pertaining to attending the event. The motion was seconded by Nate Aalgaard. It was approved by unanimous voice vote.

## ADJOURNMENT

Kathy Peterson motioned to adjourn; Dean Ascheman seconded. The chair adjourned the meeting at 2:43 p.m.

Respectfully submitted,

Shannon Hartwig