

# Meeting Minutes: Executive Committee

Date: 2/15/2018

Minutes prepared by: Shannon Hartwig

Location: 121 East 7th Place, St. Paul, MN 55101

## Attendance

* Jim Thalhuber – In Person
* Dean Ascheman – In Person
* Kathy Peterson – Via Phone
* Nate Aalgaard – Via Phone
* Joan Willshire, MCD Executive Director
* Shannon Hartwig, MCD Staff

## Approval of Agenda and Minutes

**Action:** Dean Ascheman motioned for approval of the agenda; it was seconded by Kathy Peterson. It was approved by unanimous voice vote. Dean Ascheman motioned for approval of the minutes of the January 18, 2018 meeting. Kathy Peterson seconded the motion. It was approved by unanimous voice vote.

## Staffing update

Joan Willshire discussed the current staffing updates with the group. Beth Frasier who was with us over the past few months as a consultant in the Legislative position, has moved on, the contract has been fulfilled and we will research if we are able to extend the contact to include additional hours as needed. Erica Schmiel will be joining us shortly on a part time basis for the Legislative position. As we have no full time person in the Legislative position, we will begin planning on how we will handle the State Fair booth, typically the Legislative position is able to assist based on work load. Discussion from the group on what actions the Executive members may take to ease the load during the legislative session and the hiring process. There was additional discussion from the group about the longevity of the most recent people holding the position, it was determined by the group that wages were the main issue. The group recommended that the position would be better suited to meet a competitive wage.

## Public Policy Update

Discussion Joan Willshire provided a recap of the proposed Policy Agenda and current issues including the 10% Bathrooms, Building code, Licensure of assisted living facilities. Discussion on rehab and transitional care unit bathrooms, along with roles of rulemaking and legislation.

## Council Business Discussions

Open Seat and Recruiting Discussion, Open seats as of January 2018. Open seats include Region 2 – Vacant, Region 9 -Nancy Fitzsimmons, Region 11 – Andrea Bejarano-Robinson, and Region 7- Kathy Wingen. Recruiting efforts are underway, the posting will be placed on the Secretary of State website in late October or Early November, posts on the MCD website and information will be sent out on the MCD listserv. Council members are asked to recruit within their region areas, contacts and networks.

## Executive Director Report

Joan reported that David Fenley will be actively seeking a seat on various boards and commissions that will engage the ADA position.

**Future** **Meeting Planning**

Executive Committee meeting March 15, 2018. Full Council Meeting June 7th, 2018.

Meeting adjourned at 3:37 pm

Respectfully submitted by:

Shannon Hartwig