

# Meeting Minutes: Executive Committee

Date: 7/19/2018

Minutes prepared by: Shannon Hartwig

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

## Attendance

* Jim Thalhuber – In Person
* Dean Ascheman – Via Phone
* Nate Aalgaard – Via Phone
* Amber Madoll – Via Phone
* Muzimil Abrihim, In Person
* Joan Willshire, MCD Executive Director
* Erica Schmiel, MCD Legislative Consultant
* Shannon Hartwig, MCD Staff
* Amber Madoll – Absent

## Approval of Agenda and Minutes

**Action:** Dean Ascheman motioned for approval of the agenda; it was seconded by Amber Madoll. It was approved by unanimous voice vote. Dean Ascheman motioned for approval of the minutes of the May 17, 2018 meeting. Amber Madoll seconded the motion. It was approved by unanimous voice vote.

## Introductions

Joan Willshire introduced new council member Muzimil Abrihim and new staff member Kody Olson to the group.

## Legislative Update and 2019 Session Issues

Joan Willshire discussed with the group the upcoming Policy issues for the 2019 Legislative session. Issues include DNR access bonding, Assisted Living Licensure issues, Accessible Taxi issues, locally funded Roundabouts, and automous vehicles. Discussion on the upcoming budget appropriations. Joan and Kody will be working on the first draft of the Policy Agenda and priorities, with a goal to have a first draft ready by the September 6th executive committee meeting. With staff overwhelmed with the combination of a new hire and state fair booth duties during this time frame, it may be a difficult goal to meet.

## Committee updates

Council Chair, Jim Thalhuber discussed the need for a chair person for the Employment committee, over the past year the staff liaison position has been vacant, as well as the former committee chair person has not been re-appointed to the council for an additional term. Additionally the group discussed the Council Chair Jim Thalhuber will reach out to members Quinn Nystrom and Brian Bonte, as both are very active members, it may interest them to serve as committee chair. Follow up at the next executive committee meeting.

Council Nominations Committee, Dean Ascheman, brought up the discussion of elections the item will be added to the next executive committee meeting agenda for further planning.

## Remodel update

Joan Willshire discussed the options for future remodeling, and at this point the adjacent space is not an option, it will not fit into the budget allocated, and the space will not meet our current needs. Other options include relocation.

## Meeting Planning

In effort to include time allowable for document remediation, meeting planning will be planned. This may include changing the regular schedule of the existing meeting time frames. This will be ongoing until we streamline the process, with the goal of meeting the digital accessibility of all agency documents.

## Chairs Report

Jim Thalhuber brought forth the topic of the Conflict of Interest forms, and the current By-Laws. The item will be added to the next meeting agenda, which will be held on September 6th, 2018.

## Executive Director Report

Joan Willshire brought forth information about the need for staff to attend the ADA conference, based on budget staff members Kody Olson, David Fenley and Margot Imdieke it would serve the interest of the agency for them to attend, it will be held mid-September in Oakland, California.

**Action:** Council member Dean Ascheman made a motion to approve outstate travel for staff members to attend the ADA conference in September, including conference fees, and travel, meals and other expenses related to attend the conference. The motion was seconded by Amber Madoll. It was approved by unanimous voice vote

**Future** **Meeting Planning**

Items to add to the next executive committee meeting will include the conflict of interest item. The next Full council Meeting will be September 27th, 2018.

Meeting adjourned at 4:19 pm

Respectfully submitted by:

Shannon Hartwig