

# Meeting Minutes: Executive Committee [DRAFT]

Date: Monday, June 8, 2020 2:00 pm-4:00 pm
Location: 121 East 7th Place, St. Paul, MN 55101

As provided by MN Stat. 13D.021, the meeting was held electronically.

## Attendance

* Nichole Villavicencio
* Trent Dilks
* Leigh Lake
* Christy Ceaz Claudio
* Myrna Peterson
* Muzimil Ibrahim
* Quinn Nystrom
* Alex Bartolic, MCD Deputy Executive Director
* Shannon Hartwig, MCD Staff
* Stacy Sjogren, Management, Analysis and Development
* Barb Deming, Management, Analysis and Development

## Approval of Agenda

Council Chair Nichole Villavicencio called the meeting to order at approximately 2:12 pm.

**Action:** The committee approved the agenda and minutes by unanimous roll call vote.

## Executive Director Interview Process

Council Chair Nichole Villavicencio provided a brief background of the executive director interview process: The first round of interviews has been completed; a subset of candidates will be invited to move on to a second round. A panel will be interviewing the candidates in the second round. The full council will be involved in the final interview process.

## Council Member Orientation and Planning Discussion

Deputy Executive Director Alex Bartolic provided the group with observations of her month with the Council and a plan to lay a foundation for new council members and a new executive director. Council feedback from the May 12, 2020 full Council meeting informed the plan. With assistance from our consultants from M.A.D. (Management Analysis and Development Division), we will map a course to support the Council. For the majority of the meeting, Executive Committee members responded to a series of questions designed to shape the plan, including a new member orientation and training, role clarification and council capacity to do the work over the next few months.

## Adjournment

Meeting adjourned at 4:03 pm

This information is available in alternative format upon request.