

# Meeting Minutes: Council Planning Committee

Date: Wednesday, October 20, 2021  
Location: 1600 University Avenue W., Suite 8 Saint Paul, MN 55104  
As provided by MN Stat. 13D.021, the meeting was held electronically

## Attendance

### Committee Members

| Council Member | Attendance |
| --- | --- |
| Nichole Villavicencio | Present |
| Quinn Nystrom | Present |
| Myrna Peterson | Present |
| Trent Dilks | Absent |

### Staff

* David Dively, E.D.
* Shannon Hartwig

Meeting called to order at 10:11 am

## Approval of minutes and Agenda

**Action:** Motion to approve the September 15, 2021 minutes, approval of the agenda for the October 20, 2021. All in favor. Roll call vote 3/1 Absent (Dilks)

## Review potential policy monitoring schedule

Group discussion about the feedback for the policy monitoring schedule.

**Action:** A motion was made by Myrna Peterson to run amendment to Policy Monitoring Schedule - 2.2.6 of document Council ED Delegation Policies Quadrant.doc past staff, adopt staff proposals and move to full council (December 8, 2021), Quinn Nystrom seconded the motion. All in favor. Roll call vote 3/1 Absent (Dilks)

## Discuss any Ends Policies feedback from the full council meeting

Group discussion about the timing and participation of members of one of the committees. Idea sharing on getting them back on track.

## Discussion about the Executive Director Review process

Group discussion on questions and concerns from staff member on the process. One member had technical issues, and the group was not able to reform. Meeting Ended at 11:24 am.

## Membership recruitment and pending vacancies

Table to next meeting.

## Action Steps/Follow up

Quinn will follow up with Nikki and Myrna about the direction to Erica Klein, MAD on the survey requirements.

Meeting adjourned

Submitted By: Shannon Hartwig