

# Governance Systems Committee Meeting Minutes

Tuesday, December 14, 2021

2:00 pm - 4:00 pm

Location: 1600 University Avenue W., Suite 8, Saint Paul, MN 55104

Following Open Meeting Law, 13D, this meeting is held fully electronically due to the health pandemic of COVID-19

Members present via conference line (Teams):

* Ted Stamp (acting chair)
* Jen Foley
* Judy Moe
* Hope Johnson Absent

Staff members present:

* David Dively
* Shannon!! Hartwig

Open meeting at 2:03 pm

## Approval of Minutes

Minutes not included in meeting packet, will be included in the next meeting – January 11, 2022.

## Review committee member feedback on reporting sample

Group discussion on the feedback from the reporting sample.

## Review update to policy reporting template

Table to next meeting to include input from Hope Johnson and other members.

## Continue planning/discussion for training other council members on policy monitoring

Group discussion included suggestions to create multiple sources for training tools. Examples discussed were a physical handbook and possibly a buddy system.

## Next steps:

Meeting adjourned at 3:22 pm