

# Meeting Minutes: Council Planning Committee

Date: Wednesday, February 16, 2022  
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 |
| Andrew Christensen | Present |
| Myrna Peterson | Present |
| Quinn Nystrom | Absent |

### Staff and Guest

* David Dively, E.D.
* Shannon Hartwig

Meeting called to order at 10:14 am

## Approval of minutes and Agenda

**Action:** A motion was made by Myrna Peterson and seconded by Andy Christensen, to approve the January 19, 2022, minutes. All in favor. Roll call vote 3/3 1 member absent.

Andy Christensen motioned for approval of the approval of the agenda for the February 16, 2022, meeting, Myrna Peterson seconded the motion. All in favor. Roll call vote 3/3 1 member absent.

## Discussion of previous council meeting

Group discussion on the February 9, 2022, full council meeting. Group provided feedback on the meeting itself and the training held during the meeting. The group that provided the training did a very good job at relaying the information to the full membership.

## Concerns about monitoring, reporting from staff and council members

Group discussion on the topic of concern about the monitoring and reporting process. Discussion included the effects of the time commitment for all parties (membership, executive director, and staff). Discussion about the impact of the lack of accessibility, the hardship placed on PWD while participating in the process of the monitoring and reporting activities. The group discussed the background of the development of the monitoring and reporting process, key items over the past two years it was in development. The group discussed alternative ideas and options that the monitoring and reporting could take place. Discussion on how to gather information from the full group and begin a decision process on how to move forward with the monitoring and reporting processes. The members of the Council Planning Committee will attend the next meeting of the Governance Systems Committee’s next meeting on March 8, 2022.

**Action:** Myrna Peterson made a motion to table all monitoring reports from the Executive Director that are due for the April 13, 2022, Full Council meeting, Andy Christensen seconded the motion. All in favor. Roll call vote 3/3 1 member absent.

## Evaluate external relationships committee report about Ends Policies

Item tabled to the next meeting in March.

## Action Steps/Follow up

Council Planning committee members will attend as a guest at the next scheduled Governance Systems committee agenda on March 8, 2022.

Nikki will contact Hope for discussion, Myrna will contact Quinn and give her an update. The group will work on the ends results at the next meeting.

The group will plan the next full council meeting at the next planning committee meeting.

Meeting adjourned 11:42 pm

Submitted By: Shannon Hartwig