

# Meeting Minutes: Full Council

Date: Wednesday, October 12, 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

### Council Members

| Council Member | Attendance |
| --- | --- |
| Nikki Villavicencio | Present |
| Ted Stamp | Present |
| Tammy Berberi | Present  |
| Quinn Nystrom | Present |
| Judy Moe | Present |
| Andy Christensen | Present |
| Myrna Peterson | Present  |
| Hope Johnson | Present |
| Dave Johnson | Present (Joined at 2:48pm)  |
| Trent Dilks  | Absent |
| Jen Foley | Present |
| Dawn Bly | Present |
| Nimo Ahmed | Present (joined at 3:48pm)  |

### Staff and guests

* David Dively, E.D.
* Shannon Hartwig
* Chad Miller
* Linda Gremillion
* David Fenley
* Trevor Turner

### Ex-Officio Members

* Silvia Vaccaro, MDOR
* Scott Beutel, MDHR
* Lisa Larges, DEED
* Wendy Wulff, Met Council
* Chris McVey, DEED

Meeting called to order at 2:03 pm

**Action:** Motion to amend the meeting agenda, addition of 5 minutes under membership business, to move a member out of a committee, it was by Myrna Peterson, and seconded by Dawn Bly, motion unanimously passed by roll call vote, with 10 in favor and 3 members absent (Trent Dilks, Dave Johnson and Nimo Ahmed).

**Action:** Motion to approve meeting minutes was by Hope Johnson, and seconded by Jen Foley, motion unanimously passed by roll call vote, with 10 in favor and 3 members absent (Trent Dilks, Dave Johnson and Nimo Ahmed).

## Executive Director Report

David Dively provided a repot to the group. Refer to document CM-Executive Director Report for October 2022.doc, that was sent to council members.

## Governance Systems Committee Report

Hope Johnson provided a report on the work that the group is working on. They updated the Executive Director limitations policy by adjusting the language of those policies. Next it will go through the accessibility process and be ready to share at the December full council meeting. In the future, the Executive Director evaluations, will be a major part of process in doing the Executive Director annual evaluation.

## External Relationships Committee Report

Judy Moe provided an update on the work the committee is working on. Judy reported that at the last full council meeting, the group discussed developing an “on-boarding committee” it will be a small work group, that will develop the on-boarding process, it will not be a long-term committee. Judy also reported on the committees ideas on members hosting local coffee hours, or meet and greet as a process of outreach to the regions or communities members are in. The agency will have to work out some of the details to meet the requitements we need to meet to accomplish the coffee hours. Judy also shared with the group the larger font discussion from the last full council meeting. The group discussed the samples that were sent out August 15th, and the responses. The group requested the responses be complied and sent out to membership.

## Membership Business

Attendance issues – Discussion on membership attendance. Adopting a policy, or development of a new policy that reflects [Statute 15.059.4](https://www.revisor.mn.gov/statutes/cite/15.059#stat.15.059.4) (https://www.revisor.mn.gov/statutes/cite/15.059#stat.15.059.4).

**Action:** Dawn Bly made a motion to reaffirm our attendance policy per statute 15.059.4, it was seconded by Andy Christensen. The motion unanimously passed by roll call vote, with 11 in favor and 2 members absent (Dilks and Ahmed).

Discussion on removing a member from a committee.

**Action:** Myrna Peterson made a motion to remove a member from the Governance Systems Committee, it was seconded by Andy Christensen. The motion unanimously passed by roll call vote, with 11 in favor and 2 members absent (Dilks and Ahmed).

Attendance policy discussion – Shannon will deliver summary of the discussion and provide it to the “new” onboarding committee.

Future meeting planning - Item moved to the Council Planning Committee.

## Council Member Regional Reports

Judy Moe provided a report on all terrain bike/chairs. Hope Johnson provided a report on non emergency medical transportation in her area, that they are limiting /canceling service areas. Dawn Bly provided a report hosting meet and greets in her region., Nikki Villavicencio provided a report on a get out and vote event. Dave Johnson shared info from his region in the chat.

## Financial Report

David Dively provided a financial report. Refer to document CM-Finance Report FY 23 for Oct FC Meeting.xls

## Staff Reports

Trevor Turner provided a report to the group on the MCD Legislative agenda and some of the planning that he is working on. Linda Gremillion provided an update on the booth MCD had at the Duluth Health and Human Services conference.

## Public Comment

Hope Johnson shared with the group the vacancies on reimaging the [Waiver Reimagine Advisory Committee](https://commissionsandappointments.sos.state.mn.us/agency/Details/293) (https://commissionsandappointments.sos.state.mn.us/agency/Details/293)

## Next Steps:

Shannon will capture the discussion from attendance policy and provide a summary to the group that will be developed, and work on the membership on-boarding process.

Adjourned 4:01 pm

Submitted By: Shannon Hartwig