



Executive Committee Summary of Special Meeting Minutes August 5, 2016

EXECUTIVE COMMITTEE MEMBERS	DEPARTMENT OF HUMAN SERVICES
Gerd Clabaugh – present	Chuck Palmer – present
Dennis Tibben – present	Mikki Stier – present
Sara Allen (Natalie Guintie) – present	Deb Johnson –
Kristie Oliver – present	Liz Matney –
Shelly Chandler – present	Matt Highland –
Anthony Carroll – present	Lindsay Buechel – present
Jim Cushing –	Sean Bagniewski –
Cindy Baddeloo –	Amy McCoy –
Kate Gainer – present	Luisito Cabrera –
	Alisha Timmerman – present

Introduction

There was a roll call of Executive Committee members.

Election of Executive Committee Members

Regarding the five professional positions and the five public/consumer positions, Director Palmer suggested the election nominees for Committee positions include all members of Full Council for impartiality and the Committee agreed. It was determined that ballots were to be handed out and election of positions be held during the next Full Council meeting on August 18, 2016. A Biography Request Form was to be sent to Council members prior to the meeting and responses to be distributed to the Council for informed voting. Executive Committee would discuss at next Committee meeting how to transition information from current Committee members to new Committee members for smooth transition.

Administrative Rules

Lindsay reviewed drafted Administrative Rules by section. It was agreed that the statement regarding co-chairperson term in section 79.7(1) *Officers* would be updated to state that a co-chairperson shall serve no more than two consecutive terms. Regarding Section 79.7(2) *Membership*, discussion ensued concerning the presence of members sending representatives in their absence and whether they should have the authority to vote and participate; the Committee was to come back to this in a future meeting. Standing agenda item to be added regarding addition of procedures as deemed by the director and other members of the Committee.

Adjourn

3:30 P.M.