



LEADERSHIP DEVELOPMENT COMMITTEE MEETING MINUTES
MONDAY, APRIL 22, 2019

Table with 3 columns: Status (PRESENT, EXCUSED), Name, and Title. Includes names like Rosemarie Kraeger, Debra Jackson, Greg Lynch, etc., and titles like Rhode Island Commissioner, New York Commissioner, etc.

ITEM 1 – CALL TO ORDER AND WELCOME

- 1. Chair Rosemarie Kraeger (RI) called the meeting to order at 1:00 PM ET. Roll call was conducted by Executive Director (ED) Cherise Imai.

ITEM 2 – AGENDA AND MINUTES

- 2. Commissioner Deanna McLaughlin (TN) motioned to approve the agenda, seconded by Commissioner Debra Jackson (NY). Motion carried. Commissioner McLaughlin motioned to approve the meeting minutes from March 4, 2019, seconded by Commissioner Jackson. Motion carried.

ITEM 3 – EXECUTIVE COMMITTEE MEETING REPORT

- 3. Chair Kraeger reported the Executive Committee (EXCOM) met in April with Strategic Plan Consultant Brian Riggs, and held an all-day planning session in Lexington, KY. Mr. Riggs facilitated the approach from a non-profit organization profit perspective and the Committee identified three new goals for the way forward. She stated Commission Chair Don Kaminar will disseminate information within the next few weeks with a survey to allow Commissioners the opportunity to provide feedback and input.
4. Chair Kraeger provided an update on the 2019 Annual Business Meeting (ABM) which will be held in Colorado Springs, CO in October. The parent panel was well-received over the past two years, and the EXCOM has planned a panel focused on socio-emotional learning, which may include a presentation by a local school district or a speaker on the topic. ED Imai was asked to follow up with Commissioner Keith Owen (CO), the host state regarding session logistics.

ITEM 4 – OLD BUSINESS

5. **Purpose** – Chair Kraeger reviewed the framework of the Committee and how it developed from the 2016 Strategic Plan. The initial strategy was to establish a sustainable culture that supports members and ensures organizational continuity. In addition, the idea was to build a succession plan to build a culture of leadership and mentoring for all Commissioners. Despite this goal, circumstances led the Committee to transition from a succession focus to an election nomination committee.
6. **Election and/or Succession Planning Committee** – Chair Kraeger stated the EXCOM discussed if the Leadership Development Committee should become a separate, permanent, standing committee – and there was a need for this function – and possibly establishing a separate succession planning committee. The EXCOM pondered how the succession plan worked – based on Robert's Rules and nomination from the floor. Chair Kraeger stated the LDC was tasked with making a recommendation on this, and if one or two committees should be formed permanently or on an ad-hoc basis. (OPEN)
7. Commissioner Jackson reported the Training Committee is developing a more formalized mentoring program for new commissioners where seasoned mentors support new Commissioner in their new role. She stated the leadership development piece is part of this, therefore the lines do get blurred as we mature as an organization.
8. Chair Kraeger added that that ideally, leadership positions would be filled by experienced and mature Commissioners. Commissioner Greg Lynch (WA) requested the Committee revisit and establish a process in which individuals start in a lower level position and progress forward into a higher position.
9. Commissioner Jackson stated this was the Commission's past practice up until a couple of years ago. Chair Kraeger clarified that an individual would be appointed into a standing committee chair position, then move up into Vice Chair and Treasurer, then Chair of the Commission.
10. Commissioner McLaughlin agreed with Commissioner Lynch and her understanding was the LDC's purpose was to lay the groundwork for future candidates to move into office.
11. Chair Kraeger emphasized the need of the LDC to work in tandem with the Training Committee to ensure both have the same understanding. Based on the discussion, the members agreed there seemed to be a need for an Elections Committee as well as a Leadership Development Committee.
12. **Roles and Responsibilities** – Chair Kraeger reviewed the document, and stated the LDC needed to review the survey of interest form. She recalled the previous meeting in which it was agreed that it served its purpose and the members did not see the need to change anything on the form. The restated the process was to disseminate the survey of interest, receive the applications, and propose the slate of candidate to the Commission at the ABM. In addition, the LDC would develop a frequently asked questions document, as well as define campaign parameters and rules.
13. Commissioner McLaughlin stated it was brought up that when individuals submit their application, the instructions are clear that one can attach additional information to their submittal, or not. Ensuring all applicants have an equal opportunity to do this.
14. Commissioner Lynch highlighted the importance of transparency. Commissioner Jackson agreed and reiterated the importance for Commissioners to understand the overall purpose and process. She added that just because it is disseminated to the field, it doesn't mean it is transparent. She concluded by stating it just seemed easier to have a succession plan, as Robert's Rules provides the opportunity for nominations from the floor.

15. Commissioner Douglas Ragland (AL) as a Commissioner appointed two years ago, stated he was unfamiliar with the succession planning process utilized by the Commission in prior years, and asked for clarification on the process.
16. Chair Kraeger restated the process was an annual election at the ABM, with the understanding that each elected position would serve for two years. The Past Chair served two years, and moved into the Chair, then moved into the Past Chair position. She added the Treasurer position was unique and requires a certain skillset and financial background – and not all Commissioners have this. She concluded that each elected position has a term limit, with the exception of the Treasurer.

ITEM 5 – OLD BUSINESS

17. **Executive Committee Election Process, Nomination Form, Timeline** – Chair Kraeger reviewed election process outlined earlier, and the nomination form. She highlighted the deadlines and key dates.
18. Commissioner Lynch recalled at the end of the ABM there was discussion adding language on two-year terms and limits of electoral positions in state statutes in theory seemed easy, however he added that doing so may result in unintended consequences - such as adding other provisions to their Compact statute.
19. All agreed that some wordsmithing and reordering of current documents was necessary, and including the job descriptions and expectations of the positions with the application. All agreed to submit their revisions and feedback by June 15th to the National Office. (OPEN)
20. **Self vs. Colleague Nomination** – Chair Kraeger restated that the LDC wanted to ensure the application was disseminated to all Commissioners and they had the opportunity to apply if they were interested in an elected position.
21. ED Imai confirmed the form is sent to individuals who indicated interest in the survey of interest, as well as the Commission – in the event there are individuals who want to apply. She added that while this seemed redundant, the past LDC wanted everyone to have the opportunity to self-nominate or apply. ED Imai reported all individuals who expressed interest in the survey filed an application, except one Commissioner who stated they were interested in a future opportunity.
22. Commissioner Lynch also recalled former Oklahoma Commissioner, Pam Deering, ran for Treasurer. ED Imai confirmed this and added Commissioner Deering had decided to run at the last minute.
23. ED Imai recalled the discussion at the last LDC meeting and thoughts that the individual self-nominate and eliminate the option for colleague nominations. All agreed this was a good idea and would simplify the process.
24. **Organization/Supervisor Letters of Support** – Chair Kraeger stated this was included to indicate the Commissioner had the support of their organization or agency to hold office, because it requires additional time commitment. ED Imai reported one sole candidate submitted a letter of support from the head of their organization.
25. **Documents in Addition to the Application** – All agreed that applicants, in addition to their application, would submit up to two documents of evidence that demonstrated their viability as a candidate such as a resume, letter of recommendation, or their biography.
26. In addition, question #5 on the application would be eliminated.
27. **Screening Process** – All agreed the LDC Committee would review all application submittals.



28. **Campaign Parameters and FAQ** – All agreed these items were postponed for the next meeting on June 24.

ITEM 6 – OTHER BUSINESS

29. **Items for the Executive Committee** – The Committee did not have any items to bring forward to the EXCOM's attention.

ITEM 7 – ADJOURNMENT

30. Chair Kraeger thanked members for attending and the discussion. With no further business to discuss, she adjourned the meeting at 1:57 PM ET.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director