

**EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES
THURSDAY, AUGUST 16, 2018**

PRESENT	Rosemarie Kraeger Bob Buehn Mary Gable Kate Wren Gavlak Don Kaminar Daron Korte Shelley Joan Weiss Kathy Facon Cherise Imai Rick Masters Lindsey Dablow Richard Pryor	Rhode Island Commissioner Florida Commissioner Maryland Commissioner California Commissioner Arkansas Commissioner Minnesota Commissioner Wisconsin Commissioner DoD Military Representative/DODEA Executive Director General Counsel Training and Operations Associate Communications Associate	Chair Treasurer/Finance Rules Past Chair Training Compliance Comm & Outreach Ex-Officio Secretary
EXCUSED	Pete LuPiba	Ohio Commissioner	Vice-Chair

ITEM 1 – CALL TO ORDER

1. Chair Rosemarie Kraeger (RI) called the meeting to order at 2:02 PM EDT. Roll call was conducted by Executive Director (ED) Cherise Imai.

ITEM 2 – AGENDA AND MINUTES

2. The agenda as modified was motioned for approval by Commissioner Shelley Joan Weiss (WI) and seconded by Commissioner Don Kaminar (AR). Motion carried.

3. The minutes of the July 19, 2018 meeting were motioned for approval by Commissioner Kate Wren Gavlak (CA) and seconded by Commissioner Kaminar. Motion carried.

ITEM 3 – REPORTS

4. **Chair** – Chair Kraeger confirmed the Commission Mid-Year Survey received 20 responses and asked those members of the EXCOM who had not completed the survey already to please do so before the August 17, 2018 deadline. ED Cherise Imai informed Members a reminder regarding the survey and its deadline would be going out the next day.

The Chair asked ED Imai to present MIC3's Strategic Plan specifically those items designated as the EXCOM's responsibility. ED Imai addressed Strategy 2, Goal 4 "Create a task force of regional representative for individual Commissioner mentoring and compliance." Several Commissioners indicated their desire to serve as mentors on the Mid-Year Survey. Using that list Commissioner Dan Dunham (VA) was assigned to Louisiana's newly appointed Commissioner and Commissioner Gavlak was assigned to Commissioner Tony Trongone (NJ). As new Commissioners are appointed those on the list created from the Mid-Year Survey results will be asked to mentor. Chair Kraeger acknowledged the importance of the Strategic Plan since it is the blueprint the EXCOM created and agreed to follow.

5. **Executive Director** – ED Imai informed the Members new Commissioners have been appointed in New Jersey, Idaho, Louisiana, Mississippi, and Nevada. The National Office (NO) is waiting for Mississippi's appointee's paperwork and contact information. Nevada's Commissioner contacted the NO last week to inform staff he had accepted a new position in California and was resigning but provided a point of contact until a new Commissioner can be appointed.

6. **Communications and Outreach** – Commissioner Weiss stated the Committee was unable to reach a quorum at their last meeting but through discussion the members present requested all the Public Service Announcements (PSA) be released for review to the EXCOM.

Commissioner Weiss confirmed the PSA developed by the Department of Defense (DoD) could be dispersed once the EXCOM votes. Kathy Facon (DoD) explained the DoD developed PSA was formatted and licensed to be used for use on Defense media outlets. Ms. Facon clarified changes could still be made to the PSA. Commissioner Weiss confirmed a marketing plan would be forthcoming.

MIC3's Communications Associate Richard Pryor explained the evolution and development of the PSAs and training video. The NO's intention was to provide the Compact with diverse materials that would cater to a variety of audiences. Mr. Pryor (MIC3) asked the EXCOM to review the videos closely and welcomed feedback. Chair Kraeger asked Mr. Pryor to provide a deadline for Members to submit feedback on the PSAs and training video and August 22nd was designated as the deadline.

7. **Compliance** – Commissioner Daron Korte (MN) informed the EXCOM the Compliance Committee has not met since the previous EXCOM meeting so there was no update. Commissioner Korte reported he was a guest of the Rules Committee and would provide information related to the Proposed Rules Change Requiring State Councils to meet Annually during Commissioner Mary Gable's (MD) Rules Committee report.

8. **Finance** – Commissioner Bob Buehn (FL) walked EXCOM members through the attachments. The year-end numbers will not be available until September, so the Balance Sheet and Income Statement reflect the accounts through the end of June. The Balance Sheet and Income Statement reflected no change in the expenditures or execution of the budget. The Vanguard investment report reflected positive growth indicating there was no change to the status of the investments. The original amount invested of \$350,000 has grown to \$388,198.64.

Commissioner Buehn directed the members to an attachment outlining the collection of MIC3's Fiscal Year 2019 state dues. As of August 10, 2018, dues collected totals \$319,005.00 reflecting a majority of states having remitted payments. Lindsey Dablow (MIC3) informed the Members a second notice went out to the outstanding states on August 1, 2018.

Commissioner Buehn informed the Committee he and ED Imai had signed the contract for Blue and Co. to perform the annual audit. The audit should be finished by September and those results would be made available to the EXCOM soon thereafter. Commissioner Buehn closed his report stating the Finance Committee would meet on August 28, 2018 at 11:00 AM.

9. **Rules** – Commissioner Gable explained to the Members how the Proposed Rules Change requiring State Councils to meet at least annually had proceeded through the Rules Committee. Commissioner Gable invited Commissioner Korte to the Rules Committee meeting, so Committee Members could get clarification and background on the proposed Rules change. Commissioner Gable

briefly outlined the Committee's conversation and the request for a legal rationale from Commissioner Korte and Counsel Masters. Commissioner Gable informed the EXCOM the proposed Rules change was approved unanimously so it could be discussed at the Annual Business Meeting (ABM). The legal rationale will be provided to the Rules Committee once it is developed and will accompany the proposed Rules change for distribution at the ABM.

Commissioner Gable thanked Commissioner Korte's willingness to address the Rules Committee and yielded the floor to him. Commissioner Korte expressed his gratitude for the Rules Committee's insight into requesting the legal rationale. He briefly explained that he has not participated as a Commissioner in a discussion or vote at ABM to adopt or alter the Compact Rules. He stated providing the legal rationale would be helpful to the Commission then the proposal is reviewed at the ABM and thanked Commissioner Gable for her handling of this request from the Compliance Committee, and ushering it through the Rules Committee.

Commissioner Weiss asked if the Rules Committee discussed methods of enforcement for those states who do not meet or submit documents. Commissioner Korte explained the Rules once promulgated carry the same effect as the Compact itself. Any state out of compliance would go through the same process as any other enforcement action. The process usually begins with informal communications but can eventually lead to filing a lawsuit in federal court. Counsel Masters agreed with the statement made by Commissioner Korte outlining the enforcement. Commissioner Weiss asked what the response rate is currently for states submitting their meeting dates and agendas and Mr. Pryor responded around 30%. Commissioner Korte interjected seven states have provided no proof or intent that their state councils have or will meet so the response rate of 30% is low compared to the actual number holding meetings but not remitting the requested documents.

The motion was made to move the proposed Rules change regarding State Council Annual Meetings out of the EXCOM for discussion at the ABM by Commissioner Gable and seconded by Commissioner Weiss. Motion carried.

10. **Training** – Commissioner Kaminar reported the Training Committee reviewed materials for the Breakout Sessions for the ABM. He praised the Training Committee teams for developing the materials and specifically Kathy Facon for her feedback. Commissioner Kaminar provided the EXCOM Members a brief timeline regarding the development of the PsychArmor video. He informed the EXCOM that Training had voted to accept the PsychArmor video since the contract had been paid but not require the video be used by MIC3 or its' Commissioners. Commissioner Kaminar discussed the Powtoon video developed by Richard Pryor and requested the members review the video and provide any feedback.

Commissioner Kaminar informed the Committee Commissioner Gavlak is offering another training in Kansas on October 1st as part of MIC3's agreement with the Military Impacted Schools Association (MISA). Commissioner Kaminar asked ED Imai to provide the background of MIC3's partnership with MISA. ED Imai explained the MOU was developed with MISA to outline the responsibilities of each partner including the financial responsibility. Money does not exchange hands and each party is responsible for their own cost. During FY17 MIC3 spent \$2,220.55 for travel expenses only.

The partnership with MISA has helped MIC3 get the information to their school districts which are the ones working with the children and their families every day. The current MOU expires on September 18, 2018. Chair Kraeger directed Members to review the meeting attachments summarizing

the relationship with MISA. ED Imai opened the floor to questions and asked the individuals representing MISA to introduce themselves.

Kyle Fairbairn, MISA Executive Director and MIC3 ex-officio, described the vision of MISA's Board to create this partnership with MIC3 to educate and raise awareness of the Compact. The trainings are hosted by MISA schools so there is no cost to hold the trainings and MISA's Board provides a stipend to Commissioner Gavlak for the trainings and MIC3 covers the Commissioner's travel expenses.

MISA Executive Board member Keith Mispagel added non-MISA districts have reached out to him with inquiries from educators and parents attempting to understand what the Compact is and does. The trainings, while held in MISA school districts, are helpful for low impacted areas that do not deal with the Compact often, but the trainings provide an avenue to get additional information and gain understanding about MIC3. Mr. Mispagel expressed his desire for a continued partnership between MISA and MIC3 because it helps school systems that don't deal with the mobile military family every day.

Chair Kraeger voiced her support of the partnership pointing out many MIC3 Commissioner belong to MISA making this a natural partnership. She also directed Members to MIC3's Strategic Plan and how the MOU with MISA fulfills a strategy outlined by the EXCOM in 2017. The Chair directed members to consider the amount of training and exposure MIC3 receives from this partnership versus the low cost to the Commission and expressed this would not be possible without this mutually beneficial relationship. Chair Kraeger concluded her comments by asking Mr. Fairbairn if he had viewed MIC3's new training video and he responded that he was able to view it during a training in Nashville, TN. He expressed his support of the training video and the NO's work.

The motion was made to renew the MOU as it is written with MISA for one more year by Commissioner Kaminar and seconded by Commissioner Gable. Motion carried.

11. **Leadership Development Ad Hoc** – Commissioner Gavlak reported the Committee is scheduled to meet on August 27, 2018 to review the submitted applications and begin preparing the ballot for ABM. Commissioner Weiss inquired about the response rate and Commissioner Gavlak stated there were a few nominations but wanted to wait until the nomination deadline on August 22nd before proceeding. Commissioner Gavlak reminded the Committee that nominations will be accepted from the floor as outlined in the Compact Rules.

12. **General Counsel Updates** – General Counsel Rick Masters stated both New Jersey and Indiana have received notices inviting them to discuss payment of MIC3's legal cost now that they are in compliance. He expects to have an update on those items before the EXCOM meets in September.

ITEM 4 – OLD BUSINESS

13. **Annual Business Meeting** – Chair Kraeger yielded to ED Imai for an update on the planning of ABM. ED Imai asked the Members to review document 7a – *ABM18 Itinerary* and stated the Proposed Rules Change regarding Annual State Council meetings has been added to the General Session Agenda. She asked the EXCOM to finalize the Tier Group meeting format and the topics for those meetings. Currently a member of the EXCOM belongs to each Tier Group so in the current format they are staffing the meetings. Tier 2 and Tier 3 only have one EXCOM representative, so a staff person could assist them and be the designated note taker. Another recommendation was each group could choose a note taker/reporter from within the group.

Attachment 7d – ABM18_Tier Groups listed the proposed discussion items by overall topic. ED Imai indicated each proposed discussion item had ample content and could serve as one group session. Commissioner Weiss expressed her gratitude for documenting the need for a note taker in each group. She asked if note takers could be designated prior to the ABM and could the notes be prepared using Google Docs so they are viewable immediately by the group. Commissioner Weiss also asked if the Tier Groups could be contacted ahead of the ABM and asked to rank the topics so the moderators know what is important to their specific group. ED Imai asked if Commissioner Weiss was proposing sending it to the Commissioners to get their feedback and she clarified she was interested in hearing what those individuals within the specific Tier Groups, that plan to attend the ABM, thought would be beneficial for their own group to discuss. Chair Kraeger said she thought the Commissioners had already been asked to provide their feedback on the topics and ED Imai confirmed that all the topics came from the mid-year survey. Commissioner Kaminar supported Commissioner Weiss' suggestion but supported sorting the replies by Tier Group once the NO received them. He added due to time and the workload of the NO office preparing for ABM this could easily be determined at the beginning of the Tier Group discussion by asking them to look at the list and rank the topics.

Chair Kraeger also voiced her support for pre-determining the Tier Group discussion topics based on feedback from the Tier Groups but felt for this year timing would not allow it. The docket book for the ABM will be made available electronically on October 1st and it would not be feasible to do it this year. Commissioner Weiss clarified the intent was not to put the information in the docket book but rather allow the moderators to know ahead of the meetings what their Tier Group wanted to discuss. Kathy Facon asked if the intention of the Tier Groups was to group like size states together to discuss what the issues are in their state. ED Imai responded originally the Commission grouped states into “regional groups of states” based on their location and proximity to one another. About five years ago the Commission decided to group states based on impaction. This allowed the states with similar impaction to discuss common issues they shared. ED Imai expressed the NO’s willingness to send a survey out to the Tier Groups but cautioned against it because the low response rate for the Mid-Year Survey indicated the group would not get a very good response to another survey. ED Imai also reminded the EXCOM a lot of information would be going out in the next few weeks and wanted to make sure the public notices did not get lost in the crowd. She concluded stating the NO would gladly execute any decision the EXCOM chose. It was decided to proceed as is and look at organizing a survey for the ABM in 2019 to rank proposed Tier Group topics.

14. Proposed EXCOM Meeting after close of ABM – Commissioner Weiss stated she thought it would be beneficial for the EXCOM to take advantage of the fact they are all together. She clarified the meeting did not have to take place after the close of ABM but could be held one of the evenings. Chair Kraeger offered some insight from the point of view of the Chair stating it may take a newly elected Chair some time to select the individuals they want to serve as Committee Chairs and that could impact people’s plans. Commissioner Weiss asked for the dates and times EXCOM Commissioners needed to arrive and depart. ED Imai responded the New Commissioner Dinner will take place on Tuesday, August 16th at the restaurant inside the hotel at 7:00 PM EST. The ABM meetings begin on Wednesday, August 17th with breakfast at 7:00 AM. The ABM will conclude on Thursday, August 18th after 4:00 PM EST.

15. Chair Kraeger asked ED Imai if the additional topics under New Business could be tabled until the next EXCOM meeting. ED Imai agreed to table those topics but stated the items needed to be addressed since Commissioners are waiting for feedback from the NO. Chair Kraeger asked if the EXCOM needed to meet before the September 20th meeting and ED Imai confirmed she would send the

Members some available dates to set another meeting. ED Imai reminded the Committee there were several deadlines approaching and the NO would send out a reminder to the full Commission regarding those.

Kathy Facon asked if the specific inquiries or cases mentioned in the New Business had been distributed to the EXCOM and ED Imai confirmed it had not. The Chair asked for background information could be distributed prior to the interim meeting and ED Imai confirmed it would.

16. Commissioner Weiss asked the Chair if General Counsel would provide an update on the Commissioner Laura Anastasio (CT) Case. Chair Kraeger stated the Committee would need to enter into an executive session and asked if that conversation could wait until the next meeting or an interim meeting and Commissioner Weiss agreed it could wait until the next meeting.

ITEM 5 – ADJOURNMENT – With no further business to conduct, Chair Kraeger adjourned the meeting at 3:13 PM EDT.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director