

Executive Committee Meeting Minutes
Thursday, August 17, 2017

PRESENT	Rosemarie Kraeger	Rhode Island Commissioner	Chair
	Mary Gable	Maryland Commissioner	Vice Chair
	Bob Buehn, Capt, USN (Ret.)	Florida Commissioner	Treasurer/Finance
	Kathy Facon	DoD Representative/DODEA	Ex-Officio
	LTC Davina French	North Dakota Commissioner	PR and Training
	Kate Wren Gavlak	California Commissioner	Past Chair
	Don Kaminar	Arkansas Commissioner	Rules
	Pete LuPiba	Ohio Commissioner	Compliance
	Cherise Imai	Executive Director	Secretary
	Rick Masters	General Counsel	
	Richard Pryor	Communications Specialist	

ITEM 1 – CALL TO ORDER

1. Chair Rosemarie Kraeger called the meeting to order at 2:01pm. Roll call was conducted, and 7 members, 1 ex-officio, and 3 staff were present.

ITEM 2 – AGENDA AND MINUTES

2. The day's agenda and the minutes of the June 15, 2017 meeting were approved as presented.

ITEM 3 – REPORTS

3. **Executive Director** – Executive Director (ED) Cherise Imai reviewed the Case Report results based on cases and inquiries the national office encountered the past year. She also reported interviews were conducted, however she has decided to not fill the position now. She will inquire about hiring a temporary administrative person to assist on day-to-day operations.

4. **Trips/Events/Meetings Update** – At the *MISA (Military Impacted Schools Assn) Summer Meeting* in Florida, Chair Kraeger provided an update on the Compact for attendees. She also encouraged them to connect with their State Commissioner and attend State Council meetings. Imai attended the *CSG-Southern Legislative Conference* in Mississippi and connected with several legislature representatives, as well as the MS Governor's office on their Commissioner vacancy. Many had heard about the Compact and were interested in their states' progress. Both Kraeger and General Counsel, Rick Masters, briefed on the Compact at the MCEC (Military Child Education Coalition) Conference at end July. The presentation was well received and there were many questions from attendees.

5. **General Counsel - Code of Conduct Policy and Form** – Masters presented a final draft for review which was approved with further amendments. Masters will brief the form at the upcoming Annual Business meeting during the Commissioner session. **(OPEN ITEM)**

6. **MIC3-MISA Training MOA** – Masters presented the draft MOA which was approved unanimously with several amendments. Imai will forward the final for signature by Kyle Fairbairn, MISA Executive Director, and to discuss the logistics on the pilot rollout. **(OPEN ITEM)**

7. **General Counsel – Legal Advisory on Spouse Eligibility** – As a follow-up to last month's meeting, Masters drafted a formal legal advisory for review based on Washington State's inquiry. The advisory was approved unanimously. Imai will disseminate the info in the next *ED Update*.
8. **General Counsel – Utah Statute** – Masters is working with Utah on their statute, which is scheduled for review in the next year's legislative session. (OPEN ITEM)
9. **Compliance – Commissioner Vacancies and State Council Report** – Chair Pete LuPiba reported his committee will continue working with states on filling commissioner vacancies and supporting commissioners in establishing their state councils. Currently Indiana, New Jersey, and North Carolina have vacancies. Both Mississippi and Missouri do not have State Councils.
10. **Compliance – State Coordination Policy** – LuPiba reported that two webinars are scheduled for: 1) Friday, September 15 at 2:00pm (EDT), and 2) Friday, September 22 at 9:00am (EDT). The session will be led by him and Vice-Chair Anastasio. Registration will be released in the next *ED Update*.
11. **Rules – Case Report Form** – ED Imai reported on behalf of Chair Don Kaminar that the form is being tested and results will be provided at the next meeting.
12. **PR and Training – New Website and ABM Training** – Chair Davina French reported that testing on the new website is underway, and is targeted for release on September 1. In addition, the training committee is updating the training schedule and facilitators. More info will be discussed in September.
13. **Finance – Audit, Budget and Investments** – Treasurer Bob Buehn reported that as approved in May, funds were invested in Vanguard effective the new fiscal year. He provided the final end-of-FY2017 budget and audit reports for review. The audit was good and there were no findings. Imai presented the amended FY2018 – which is more accurate and aligned to FY2017 expenditures. It was passed as presented. Buehn reported the FY2019 budget will be presented at the September meeting for approval. We are pending the dependent data from the Department of Defense. (OPEN ITEM)

ITEM 4 – ADJOURNMENT – The remainder of the agenda was tabled to the September. With no further business to conduct, Chair Kraeger adjourned the meeting at 3:00 PM EDT.

Respectfully submitted by,



Cherise Imai
Secretary/Executive Director