

**EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES**  
**Tuesday, June 9, 2020**

PRESENT	John “Don” Kaminar	Arkansas Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Mary Gable	Maryland Commissioner	Rules
	Rosemarie Kraeger	Rhode Island Commissioner	Past Chair
	Daron Korte	Minnesota Commissioner	Compliance
	Craig Neuenswander	Kansas Commissioner	Treasurer
	Ernise Singleton	Louisiana Commissioner	Training
	Chuck Clymer	DoD Representative	Ex-Officio
EXCUSED	Brian Henry	Missouri Commissioner	Comm & Outreach
STAFF	Cherise Imai	Executive Director	Secretary
	Lindsey Dablow	Training and Operations Assoc.	

**ITEM 1 – WELCOME AND CALL TO ORDER**

1. Chair Don Kaminar (AR) called the meeting to order on Tuesday, June 9, 2020 at 11:00 AM ET. Roll call was conducted by Executive Director (ED) Cherise Imai. A quorum was established.

**ITEM 2 – AGENDA AND MINUTES**

2. Chair Kaminar asked the Members to consider rearranging the agenda to discuss the 2020 Annual Business Meeting (ABM) at the beginning of the meeting. This change to the agenda would allow time for discussion and voting so the Commission could be informed of the decision and the National Office staff could begin preparing based on the EXCOM’s decision.

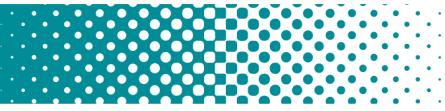
3. Commissioner Rosemarie Kraeger (RI) made a motion to approve the agenda as amended, motion seconded by Commissioner Craig Neuenswander (KS). Motion carried.

4. Treasurer Craig Neuenswander (KS) motioned to approve the minutes of the May 21, 2020 meeting, seconded by Commissioner Laura Anastasio (CT). Motion carried.

**ITEM 3 – 2020 ABM: In-Person or Virtual Event**

5. Chair Kaminar opened the discussion stating the number of COVID-19 cases has risen significantly in Arkansas and 12% of the total cases are in Pulaski County which is where the 2020 ABM would be held. He voiced concern for holding the ABM meeting in Little Rock, Arkansas this year based on the current and continually evolving pandemic situation.

6. The Chair yielded the floor to the National Office staff. Ms. Lindsey Dablow, Training and Operations Associate, discussed the various scenarios for holding the ABM. She noted the Little Rock Marriot is willing to move the meeting to 2021 without financial penalty but canceling the meeting outright and moving on to Louisiana in 2021 would result in at least a \$21, 132.52 penalty for cancelling.



Ms. Dablow reviewed the comparison document providing the financial breakdown from the 2019 ABM in Colorado Springs for comparison then financial estimates for holding an In-Person, Hybrid (In-person & Virtual), and Virtual meeting. She noted the Hybrid estimate was based on attendance of 75% of the 2019 number of total attendees, but in her conversations with School Liaison Officers they expressed concern they would be unable to attend due to budget and travel restrictions.

7. Ms. Dablow explained that certain rows in the spreadsheet, highlighted in red, were highly subjective and the cost for those line items could fluctuate. For example, the cost of catering, room attrition mandated by the hotel contract, Commissioner reimbursements, and registration fees which depend on the number of attendees. Ms. Dablow stated the hotel is not currently able to provide buffets so all meals would have to be preordered and plated which could increase the cost from \$26.00/attendee to \$36.00/attendee per meal served during the ABM.

8. Ms. Dablow noted the additional cost for audio visual support if the meeting is In-Person or Hybrid. To meet Arkansas' and the Center for Disease Control's guidelines for social distancing the expense to hold the meeting In-Person with teleconferencing support, for those individuals unable to attend in-person, would increase the AV expense by more than \$11,000. The cost reflects the additional equipment and AV technicians required to run the equipment during the meeting.

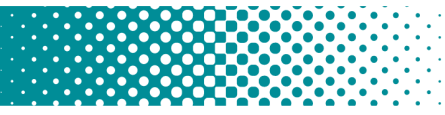
9. Ms. Dablow reviewed the Virtual estimate noting that the Commission currently subscribes to GoToMeeting and uses it to hold the Standing Committee meetings virtually. An additional \$1,000 was added to the GoToMeeting line as a precautionary measure should the Commission needed to upgrade their current GoToMeeting package or for any additional equipment that may be necessary. Ms. Dablow noted staff will meet with the Council of State Governments (CSG) IT Department to discuss holding the meeting virtually should the EXCOM vote to do that this year.

10. Ms. Dablow concluded the review noting that the EXCOM would need to determine if docket books would be printed and mailed to attendees or if those would be online only this year. She noted that line item remained unchanged throughout the comparison spreadsheet but could fluctuate based on the EXCOM's decision.

11. Commissioner Daron Korte (MN) asked if the Commission would charge a registration fee for general attendees should the ABM be held virtually? Ms. Dablow stated registration fees were not factored in on the Virtual comparison because that would be a decision of the EXCOM. ED Imai suggested waiving registration fees for General Attendees as the only cost would be for printing and shipping the docket book. Regarding the platform, ED Imai reported staff is researching options based on the needs of the Commission. She explained that the Commission pays a reduced fee for GoToMeeting platform because they are an affiliate of CSG but there may be a cost to upgrade the package for additional features. She would provide a report at the next meeting.

12. ED Imai noted the current Mid-Year Survey results indicated that of the 20 respondents if the ABM was held In-person; 13 would attend, 4 would not attend, and 3 stated it would depend on their state regulations and travel restrictions. All 20 respondents said they would attend if the ABM was held virtually.

13. Commissioner Neuenswander asked what the protocol would be if a Commissioner needed to upgrade their internet bandwidth in order to participate in the ABM would the Commission cover that expense? ED Imai said the EXCOM could consider reimbursing a Commissioner for that expense, but



the Go To Meeting platform is the system the Commission currently utilizes, and connectivity/access has not been an issue reported by Commissioners.

14. Commissioner Korte stated the EXCOM would have to release specific guidance regarding the expectations for audio, webcam/video capabilities because large calls do stretch the limitations of the bandwidth. Commissioner Ernise Singleton (LA) noted that the time of day the meeting is held can also present challenges because there are times during the day when more users are utilizing the service.

15. ED Imai addressed the timing of the agenda with the Members. Currently the virtual agenda reflects a meeting being held one day over six hours but after discussion at various Standing Committee meetings, she recommended holding the ABM over two days and meeting for four hours at a time. Commissioner Mary Gable (MD) noted Maryland does not allow state employees to use Zoom so she supported the Go To Meeting option. Commissioner Gable stated it is unclear where states or organizations will be this fall in relation to reopening or even participating due to COVID-19 and she recommended holding the meeting virtually to optimize participation and allow people to begin planning.

16. Chair Kaminar asked the EXCOM to gather questions at their next Standing Committee meetings so the National Office can compile a guidance document. Commissioner Gable made a motion to hold the 2020 ABM virtually, seconded by Commissioner Kraeger. Motion carried.

17. Commissioner Korte supported the motion noting that COVID-19 hits in waves so some states may feel the virus has plateaued, but other states are just beginning to climb the hill where the virus is concerned. He noted that a large portion of the dues each member state pays goes toward the expense of ABM and some states may request some of the dues be refunded to states since the ABM is being held virtually.

18. Chair Kaminar asked ED Imai to notify the Commission and explain more information would be forthcoming. He also reminded the EXCOM to gather questions regarding holding the ABM virtually from their committee members. **[OPEN ITEM]**

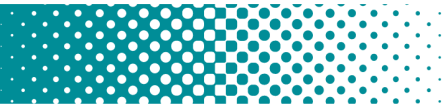
#### **ITEM 4 – REPORTS**

19. **Chair** – Chair Kaminar recognized the National Office for their work during the pandemic with a decreased staff. The Chair noted the number of questions and queries that have been sent to the EXCOM on various topics. Chair Kaminar expressed the EXCOM's desire to have productive discussion and to hear the full Commission but at times it is time consuming to continue to address questions that have been asked and answered in the past. The Chair proposed designating a meeting where any Commissioner could attend and address the leadership with their questions or concerns. **[OPEN ITEM]**

20. **Vice Chair** – Commissioner Anastasio reported the Ex-officio members would meet in June and she would have a report at July's EXCOM meeting.

21. **Executive Director** – ED Imai reported CSG reviewed the risk and liability associated with reopening the office and determined the office would not reopen until after Labor Day, September 7, 2020. She outlined the guidance CSG provided for any organization or employee that needs to utilize the office. Additional information is forthcoming from CSG.

22. ED Imai updated the EXCOM on the Communications Associate vacancy. Due to holding the ABM virtually, the National Office will try to assess if they can run the meeting with two staffers. To



onboard a new employee during the time of the pandemic while the office is closed was a challenge, especially with CSG staff not on premise. ED Imai stated she is researching other options for staffing and would update the EXCOM when more information is available, and if the workload becomes an issue.

23. ED Imai reported that MIC3 was asked to participate on the *Strategies for Resuming K-12 Education* panel taking place June 11, 2020 as part of the COVID-19 Military Support Initiative hosted by Association of Defense Communities and Blue Star Families. The panel information and registration was shared via social media.

24. ED Imai shared a directive from Air Force Child & Youth Education Services Director, Lori Phipps, regarding new procedures and data collection for Air Force School Liaison Officers. ED Imai briefed on the memo and the action items within that might impact the Commission.

25. ED Imai reviewed the Case and Inquiry Report highlighting 51 cases the National Office has handled this fiscal year. While there has been a slight decrease over the previous year during this time, requests and issues are still happening during the pandemic. She noted the request are mainly from Compact Commissioners and parents, with the number of requests from parents having grown over the last few years as the Commission's communication and training efforts have increased.

26. **Compliance** – Commissioner Korte reported a guest, Don Berry, attended the previous Compliance Committee meeting wanting to speak on language in the Model Compact Language and the Commission's Rules regarding data collection. Commissioner Korte noted the EXCOM provided their feedback on the topic via a poll and thanked them for their participation. Mr. Berry questioned the enforcement mechanism of the Commission for those states not reporting data related to transitioning military-connected students which Commissioner Korte expressed hesitation to penalize those states because of the burden data collection places on states. He also noted during the Compliance Committee meeting that some of the Compact states do not have active bases and the obstacles those states would face trying to collect data on transitioning military-connected students.

27. Commissioner Korte noted most states are compliant in regard to documentation and holding an annual state council meeting. For those states who have not held a state council meeting the Committee, recognizing the challenges states are facing during the pandemic, extended the deadline by 90 days to give those states time to hold a meeting.

28. **Finance** – Treasurer Neuenswander reported the auditing process has begun and a three-year audit contract was signed and the cost over three years is \$6,300 per year. The Finance Committee met, and edited policy documents related to reserve funds and investments. This is a Strategic Plan task assigned to the Finance Committee, and it fulfills a request from the auditor, Blue and Co., regarding the Commission's finances.

29. **Rules** – Commissioner Gable reported the Rules Committee met and finished editing the draft of the Policy Development and Approval document which will be reviewed at their meeting in June. She thanked the Members of the Rules Committee and the National Office staff for their assistance editing the document.

30. **Training** – Commissioner Singleton reported the Training Committee met and discussed the Commissioner Mentoring Program and the recently developed application for mentors. The Members reviewed the breakout documents for the ABM and closed the meeting with a frank discussion of current events. Commissioner Singleton informed the EXCOM that it was requested to hold a panel at ABM to

discuss the current events, the pandemic and protests related to police brutality and systemic racism, since military-connected students move around the country and the concerns those families may have as a result. **[OPEN ITEM]**

31. **Leadership Nomination** – Commissioner Kraeger reported the Committee reviewed the election documents and made minor changes. The approved documents related to the election and nomination process would be distributed to the Commission Wednesday, June 10, 2020. Commissioner Kraeger informed the EXCOM that the Members discussed and altered the documents to allow for a virtual ABM.

32. **National Guard and Reserve Task Force (NGRTF)** – Commissioner Kraeger reported there was no new update from the Task Force since Commissioner Kathy Berg (HI) reported at the EXCOM's previous meeting. The next meeting of the NGRTF is scheduled for Monday, June 15, 2020.

33. **DOD Liaison** – Mr. Clymer informed the EXCOM that the Secretary of Defense (SecDef) released a metric driven guidance memo controlling travel, and he reviewed the three criteria for travel within the United States. Mr. Clymer reported each service chief will need to develop their own guidance now based on the SecDef's guidance. He concluded his report stating some PCS moves will begin to take place now to fill mission critical positions so military-connected students will begin moving over the summer.

## ITEM 5 – NEW BUSINESS

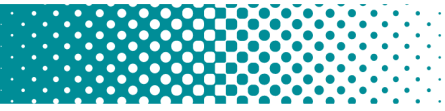
34. **Promotional Item Pricing** – Chair Kaminar yielded the floor Ed Imai who reported the Commission will have additional cost savings in FY20 due to the open staff position and would like to redirect that money to replenish the stock of promotional items. ED Imai reviewed the quote comparisons with the EXCOM noting the current number of in-stock items and explained how purchasing a larger quantity reduces the cost per item and would carry the Commission through this fiscal year and FY21.

35. ED Imai reported the amount of collaterals currently in-stock should carry the Commission through this year and much of the next year because those were ordered at the end of the previous fiscal year. With an estimate cost savings of \$20,000 in this year's budget, ordering the promotional materials now will allow the Commission to reduce cost in the next fiscal year though there will an overage in the Advertising/Promotional line item on the FY21 budget.

36. **Military Advisory Coalition Meeting Update** – ED Imai reported she provides a MIC3 brief to the Coalition but explained MIC3's participation is as a spectator only. She highlighted two documents to make the EXCOM aware of. The 2020 Bluestar Families Military Support Initiatives Pain Points Poll. The Pain Points Poll is taken annually and this year it is focused on better understanding the impact of COVID-19 on military/veterans and their families. She shared the current results with the EXCOM and noted those comments relevant to the work of the Commission.

37. **MCEC Military Kids Now Education Survey** – ED Imai reported the survey recently closed and she would distribute those results to the Commission once a report is available.

38. **Tennessee Inquiry by Nathan James, State Board of Education** – Chair Kaminar reviewed the inquiry letter submitted to the EXCOM by Nathan James as a member of Tennessee's State Council. He reminded the EXCOM that the inquiry and response letter were shared with the full Commission to assist those states who might have some of the same questions.



39. **North Dakota Inquiry by Commissioner Davina French (ND)** – Chair Kaminar reviewed the inquiry email sent by Commissioner French to the EXCOM and the response letter. The Chair noted that certain questions continue to be brought before the EXCOM and asked if the EXCOM thought it would be beneficial to share the responses to those questions with the full Commission to inform every Member in an attempt to end duplicate inquiries. Commissioner Korte commented that a FAQ document without identifiable information would serve the same purpose and would not deter Commissioners away from requesting information from the EXCOM for fear of it being distributed to the public. Chair Kaminar stated he and ED Imai would work on a FAQ document to release to the Commission. **[OPEN ITEM]**

40. **State Annual Dues Justification – Letter Template** – ED Imai informed the EXCOM that Commissioner Gable requested supporting documents justifying the annual dues. Commissioner Gable commented that Maryland's Department of Education put a containment for funding in place asserting that any expenditures had to be COVID-19 or core funding related. The dues invoice was submitted and flagged by the state and Commissioner Gable was asked to provide a rationale for funding. Commissioner Gable worked with the National Office to develop a draft which she edited and transcribed to meet her department's guidelines. Commissioner Gable will provide the letter she submitted, minus identifiable information, once confirmation of funding has been obtained for use under the *Templates and Samples* section on the Commissioner page of MIC3.net.

## **ITEM 6 – OLD BUSINESS**

41. **Tier Group Utilization** – Chair Kaminar yielded the floor to ED Imai for review of the Tier Group Utilization. ED Imai asked for feedback from the EXCOM regarding appointment of the Tier Group Facilitator. Commissioner Anastasio commented that the burden to hold the meetings should not fall on the National Office staff and after reading the role of the facilitator would it make sense to appoint a co-facilitator responsible for taking minutes? There were no objections to designating a co-facilitator to assist the facilitator. The EXCOM agreed that the facilitator and co-facilitator would be elected from a consensus of the tier group.

42. Commissioner Kraeger asked if templates or guidelines should be provided to ensure uniformity in the reports? The EXCOM agreed and would develop and provide those templates once the initiative is closer to launching. Commissioner Anastasio requested the language “in April” be deleted on Page 1 from “One additional mid-year meeting may be scheduled in April...” to not constrict when the Tier Groups could meet during that time. Commissioner Korte agreed and asked how the vote to elect the facilitator and co-facilitator would be taken? The EXCOM agreed to follow Robert's Rules. Commissioner Korte asked for language from General Counsel Rick Masters stating that for the document. The Chair agreed and asked ED Imai to contact Rick Masters, and if he is unavailable then to ask CSG Deputy Director and General Counsel Jason Mosely for the language.

43. ED Imai requested feedback regarding “The Facilitator will develop the agenda and include other items identified for feedback by the EXCOM or National Office.” Commissioner Kraeger asked what guidelines would be put into place to ensure the work of the Tier Groups was productive and related to the designated topic and not just an open forum. Chair Kaminar noted that language would need to be added to outline the role of the Tier Group and what Tier Groups can and cannot do. Due to the time and the robust conversation surrounding utilization of the Tier Groups the EXCOM determined to carry this topic over to the next meeting. **[OPEN ITEM]**

44. **Mid-year Survey Update** – ED Imai reported 20 Members out of 47 have responded. Several reminders have been sent to the Members, but another reminder would go out today. The National Office



is hoping for at least 60% response rate by the end of the survey which closes on Friday, June 12. ED Imai will report the results and share feedback at the next meeting. [OPEN ITEM]

**ITEM 6 – ADJOURNMENT**

45. Commissioner Gable motioned to adjourn the meeting, seconded by Commissioner Kraeger.
46. There being no further business to conduct, Chair Kaminar adjourned the meeting at 12:21 PM ET.

Respectfully submitted by,  
Cherise Imai  
Secretary/Executive Director