

**LEADERSHIP DEVELOPMENT COMMITTEE MEETING MINUTES  
MONDAY, MAY 21, 2018**

PRESENT	Kate Wren Gavlak Laura Anastasio Marcy Herman Craig Neuenswander Cheryl Serrano	California Commissioner Connecticut Commissioner Alaska Commissioner Kansas Commissioner Colorado Commissioner	Chair
	Cherise Imai Lindsey Dablow Richard Pryor	Executive Director Training and Operations Associate Communications Associate	Secretary
EXCUSED	Sarah Forster Gary Hartman Rick Masters	Maine Commissioner Wyoming Commissioner General Counsel	

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

1. Chair Kate Wren Gavlak called the meeting to order at 1:02PM EST. Roll call was conducted by Executive Director (ED) Cherise Imai.

**ITEM 2 – AGENDA AND MINUTES**

2. The agenda was moved for approval by Commissioner Craig Neuenswander (KS) and seconded by Commissioner Cheryl Serrano (CO). The motion carried. A motion to approve the minutes of the October 25, 2017 meeting was made motioned by Commissioner Serrano and seconded by Commissioner Neuenswander. The motion carried.

**ITEM 3 – APRIL EXECUTIVE COMMITTEE (EXCOM) MEETING DISCUSSION**

3. Chair Gavlak reported that at the EXCOM in April, they realized several states adopted the model language of the Compact in their state statute, which included the provision of having an annual election, as well as the elected office terms of one (1) year. Based on this, the LDC's discussion to extend elected terms to two (2) years and limit terms is not possible. Therefore, Chair Gavlak said it is important to establish the process and timeline based on the having an annual year election in which all members could vote and there would be a record of the vote in Commission documents. It was also suggested to research the feasibility of having an electronic election.

4. Members expressed concern that if the election process is developed, a nomination from the floor could still be made and there was no way to prevent this. All agreed that educating members on the process of annual elections, providing clear expectations and documentation that elected positions are historically (based on past practice) for two (2) single year terms is very important.

5. When asked about how the EXCOM feels about the LDC's direction so far, Chair Gavlak responded that the EXCOM understands that the LDC: is a separate entity from the EXCOM; and will make a recommendation independent of and is not influenced by the EXCOM

6. Chair Gavlak added that she was made aware that LDC discussion has been shared with members of the EXCOM. She reminded members that the LDC was created because there was a perception that the EXCOM was a closed group and that leadership positions were predetermined. In response to this, the EXCOM wanted the

LDC to be independent group, the election process would be fair and transparent, and provide any member the opportunity to serve. Chair Gavlak asked members to help discourage this perception again.

#### **ITEM 4 – PROPOSED PROCESS, APPLICATION, TIMELINES DRAFT**

7. The Committee wanted to keep the process simple. They reviewed the process draft and clarified the information. They agreed:

- the Treasurer requires a specific skillset and therefore all agreed on no term limit for this position
- the succession from Vice Chair to Chair is important for continuity and learning
- the process from Vice Chair to Chair to Past Chair is a six (6) year commitment
- on member commitment descriptors, and eliminated the Spring EXCOM meeting time allotment
- the nominee qualifications were reasonable. A nominee should meet the terms of the Compact, be an active member, and attend standing committee meetings. Standing committee engagement was included due to recent challenges with low member participation in some groups.

8. On timelines and deadlines, they agreed the slate of candidates should be released to the Commission no later than 30 days prior to the Annual Business Meeting, and separately from any public notices or information. An initial survey of interest would be distributed by June 1 and applications on July 1. In August, the LDC would review and assemble the slate of candidates, forward the list to staff by September 1, and release the slate to the Commission by September 15<sup>th</sup>. All agreed submittal deadlines are firm and would be adhered to.

9. There were no changes made to the position descriptions.

10. On the application, they agreed that candidates would provide evidence of contributions to MIC3, contributions to other organizations they have served on, and define why they would be a good leader for MIC3. They agreed it was important for the candidate's employer/organization to be aware and supportive of the nomination, as it would require additional time away from work.

11. On oversight, all agreed that the Past Chair will continue to lead the LDC and the Commission Chair would appoint the members on staggered terms. They felt it was wise that appointees are seasoned Commissioners.

#### **ITEM 5 – NEXT STEPS**

12. National staff will revise the documents and forward to LDC members for a final review. The initial survey with documents, with a cover letter from Chair Gavlak, would be distributed to the Commission. An additional LDC meeting will be scheduled in June. Staff will inquire on availability. Staff will also update the standing committee meeting attendance report for reference when the LDC conducts its review of candidates.  
**(OPEN ITEM)**

**ITEM 6 – ADJOURNMENT** – With no further business to conduct, Chair Gavlak adjourned the meeting at 1:49 PM EST.

Respectfully submitted by,



Cherise Imai  
Secretary/Executive Director