

**EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES
THURSDAY, SEPTEMBER 20, 2018**

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

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 was motioned for approval by Commissioner Kate Wren Gavlak (CA) and seconded by Commissioner Don Kaminar (AR). Motion carried.

3. The minutes of the September 6, 2018 meeting were motioned for approval with revisions by Commissioner Kaminar (AR) and seconded by Commissioner Pete LuPiba (OH). Motion carried.

ITEM 3 – REPORTS

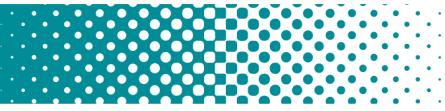
4. **Chair – Mid-Year Survey of the Commission** – Chair Rosemarie Kraeger reported she contacted four Commissioners identified at the last meeting for clarification on their responses. She spoke with three and is waiting for the fourth person to return her call. She asked the respondents the following:

- a. What could we have done differently to change your response?
- b. How were you affected by what happened (last year)?
- c. What needs to happen to fix things?
- d. What do you need to move forward?

5. Chair Kraeger reported what she heard was overall assumptions and perceptions of what is going on with MIC3 (in general) and the EXCOM. Some assumptions were not accurate and she tried to provide rebuttal information with supporting facts.

6. Discussion highlights:

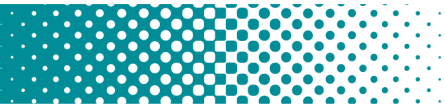
- a. A respondent said that when information was sent into the national office, that the national office was selective about what they put up. For example, for a *Purple Up!* Celebration, information was sent to the national office. Chair Kraeger did some



investigating and found that this was not true, and that every picture that was sent in was used in the website gallery.

- b. A respondent felt they were lacking quorum (at Committee meetings) and members did not have buy-in to the Committees because they were assigned to them rather than chosen.
 - i. Chair Kraeger informed that at the December EXCOM Retreat, that the EXCOM recognized the need to balance the Committees equally due to the creation of the two new Committees – Communications and Outreach, and Training. Second, that the EXCOM had asked her to contact the 5-6 individuals to see if they were willing to change Committees and willing to participate on them. All the individuals said they were willing to do both when she spoke with them. The respondent said that they remembered Chair Kraeger calling them.
 - ii. Regarding quorum, Chair Kraeger said that based on the data, a majority of the Committees are able to attain quorum. One Committee struggled and did not have quorum throughout the year. While another made adjustments to their meeting time, and this helped them attain quorum.
- c. One respondent said they felt the dates and times for the Committee meetings were predetermined. Chair Kraeger stated prior to ED Imai being onboard, the national staff reported that they spent an extraordinary large amount of time finding member availability to schedule Committee meetings. Therefore, they drafted a calendar with potential meeting dates for the year. She added that while the suggested dates are published at the ABM, the Chair and their Committee members are able to make adjustments as needed. Chair Kraeger provided the example of the Training Committee, who adjusted their meeting dates and times to meet their needs to attain quorum and were successful in this effort. Commissioner Kaminar concurred.
- d. Chair Kraeger also mentioned that one respondent perceived that the National Office took over training for ABM last year. She stated that last year there were difficulties with that particular Chair in terms of what was going on in their life, and the national office put together something in order to get the work done.
- e. Chair Kraeger reported that a suggestion was if there is something new on the MIC3 website, that a news alert could be sent to the field. (OPEN ITEM)
- f. At ABM, when we present the Slate of Candidates, we need to tell the “why” there is an LDC, the results, and why we went “down this road”.
- g. Chair Kraeger said a respondent asked how we engage and ensure that their State Council Members receive the MIC3 newsletter. She asked if the members provide their email to the national office can they be added to the distribution. (OPEN ITEM)
- h. Lastly, one respondent felt perhaps we were too hasty in separating PR and Training into two Committees last year. She thought the EXCOM could think about this. (OPEN ITEM)

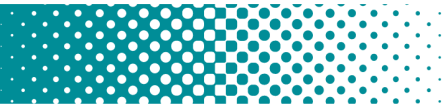
7. Commissioner Kaminar thanked Chair Kraeger for calling all the respondents and said it was helpful to hear about what was on respondents’ minds. He asked if those contacted felt better. Chair Kraeger thought the respondents felt heard and that their concerns were addressed. She was cognizant of their feelings and the desire to ensure their voice was recognized. At times, she felt that they had misperceptions of the situation and she felt obligated to correct this by providing data, facts, and examples. She wanted to make sure she focused on what they needed to move forward.



8. **Executive Director** – ED Imai presented recently resigned GA Commissioner, Robin Hines; and Kelli May, Marine Region SLO for Level 3 Awards (Certificate and Coin). Commissioner LuPiba motioned to approve, seconded by Commissioner Wren Gavlak. Motion passed.
9. **General Counsel** – Litigation – Commissioner Gavlak moved that the EXCOM move into Executive Session, seconded by Commissioner LuPiba. Motion passed. DOD Representative, Kathy Facon, left the meeting as she would not be able to vote on the item as an Ex-Officio representative.
10. General Counsel Rick Masters provided an update on the status of the Commission's litigation cases. Commissioner Kaminar moved to adjourn Executive Session, seconded by Commissioner Wren Gavlak. Motion passed.
11. Commissioner Bob Buehn (FL) moved to table the litigation discussion until the next scheduled meeting, seconded by Commissioner Kaminar. Motion passed. **(OPEN ITEM)**
12. **General Counsel** – LuPiba/Anastasio Case: General Counsel Rick Masters said he received a contract proposal for mediation services at half the fee of the other agency, originally estimated at \$300, the alternative agency will charge \$150 an hour. General Counsel Masters will forward the contract for ED Imai to sign this week. Once a mediator is assigned, they will be contacting both parties. The intent is to resolve this before the ABM. Commissioner LuPiba asked General Counsel Masters to repeat the cost for the mediation. General Counsel Masters replied 50% of the original cost or \$150. **(OPEN ITEM)**
13. **Communications and Outreach** – No Report.
14. **Finance** – Commissioner Buehn, Treasurer and Finance Chair, reported that the premium for health insurance has increased 15% which will increase this linen item in the budget. The previous year the increase was 7%. This current increase reflects the continuing rising cost of doing business. The Committee will meet next week.
15. **Rules** – Commissioner Mary Gable (MD), Rules Chair, said she has no report.
16. **Training** – Commissioner Kaminar, Training Chair, reported that the Committee is preparing for the ABM Breakouts. He also thanked ED Imai and DOD Representative, Kathy Facon for their work on the *General Attendee* sessions. Commissioner Gavlak said the next MISA-MIC3 training session will be held in Topeka, Kansas on October 1. Kansas Commissioner, Craig Neuenswander, will co-facilitate, and the session will be hosted by the Fort Leavenworth School District Superintendent Keith Mispagel. There is one session to allow for attendees to drive in from surrounding communities.
17. **Leadership Development Ad Hoc (LDC)** – Commissioner Gavlak said there was nothing to report since the last meeting.
18. **General Counsel** – Commissioner LuPiba and Anastasio Case – General Counsel Masters reported that he obtained a proposed contract that he will forward

ITEM 4 – OLD BUSINESS

13. **Annual Business Meeting** – Chair Kraeger yielded to ED Imai for an update on the planning of ABM.



14. ED Imai reported on the *General Attendee Sessions* which will be approved by the Training Committee.

15. ED Imai reported that Commissioner LuPiba revised the Parent Panel to *K-12 Military Student Transitions*. Commissioner LuPiba said he changed the session to include school personnel as it is more appropriate. Commissioner Kaminar said he recalled comments from the 2017 ABM Survey, and that attendees liked the parent-student format – that it was a popular part of the program. As this is very different, he questioned if need to be prepared for feedback.

16. DOD Representative, Kathy Facon said she doesn't see this as a deviation, and this bring in different dimension. She added that she did a similar format at the recent MCEC Training, and it was well received. Chair Kraeger said that we want to honor the feedback provided by the field, especially since we just had the Mid-Year Survey and she addressed the concerns of members. She suggested that during the panel presentation, that the introduction include that we wanted to add a different dimension to this segment.

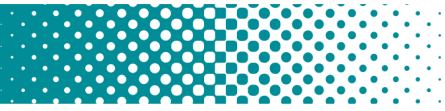
17. Commissioner LuPiba replied that he did not feel like it was a complete deviation because he still has parents and students on the panel. He added that from state to shining state, that parents deal with a lot of the same things, whether it be social emotional things or curriculum – in Rhode Island or Ohio. He said that he felt adding a School Counselor would provide a view at the 30,000 level as well as the personal, and I know most of these folks since some serve on the Council. His School Liaison Officer (SLO) retired last year and there is a new one. He wants to make sure it's a full panel, a full landscape of child-to-panel, of council-to-MIC3 professions. He was not sure if it answered the questions, but it sounds like it happens at MISA and MCEC, and other conferences. Hopefully they will knock it out of the park.

18. Chair Kraeger said for last year's panel segment, her School Liaison Officer worked closely with the national office on logistics and planning so panelists were prepared, that they knew what questions would be asked, and that they were comfortable. She asked Commissioner LuPiba if he is coordinating the effort with the national office on the preparations such as questions, logistics, etc. – so it's a smooth segment. That was key for her.

14. Commissioner LuPiba said his people are driving 3-4 hours and the difference is that since we are not going to go full suit and full parent, then he had to coordinate. He just had his first all call with everyone on board and will do another one with the kids. So, he is not using all the questions, but there is also Purple Star which is done by some other states. So, he doesn't know if it is exactly like Rhode Island.

15. Commissioner Kaminar said there is only 4 weeks left until ABM, and the national office needs the information to ensure a smooth program. It sounds like there are details that need to provided. ED Imai said the last years panel was escorted, given special seating prior, panel seating was coordinated, and they were provided event parking validation. Commissioner LuPiba said he would share information, questions and details of panel needs with the national office. (OPEN ITEM)

20. **EXCOM Spring Meeting** – ED Imai requested the EXCOM approve the dates of the Spring meeting and allow her to secure proposals for a Strategic Planning Consultant to lead the session. Commissioner Buehn moved to approve both requests, seconded by Commissioner Kaminar. Motion passed. (OPEN ITEM)



21. Next meeting will be held on Thursday, October 4, 2018 at 2:00PM ET.

ITEM 5 – ADJOURNMENT – With no further business to conduct, Commissioner Wren Gavlak motioned to adjourn, seconded by Commissioner Kaminar. Chair Kraeger adjourned the meeting at 3:01 PM ET.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director