

EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES
Thursday, August 20, 2020

PRESENT	John “Don” Kaminar	Arkansas Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Mary Gable	Maryland Commissioner	Rules
	Brian Henry	Missouri Commissioner	Comm. & Outreach
	Craig Neuenswander	Kansas Commissioner	Treasurer
	Ernise Singleton	Louisiana Commissioner	Training
	Chuck Clymer	DoD Representative	Ex-Officio
EXCUSED	Daron Korte	Minnesota Commissioner	Compliance
	Rosemarie Kraeger	Rhode Island Commissioner	Past Chair & LNC
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 Thursday, August 20, 2020 at 1:00 PM ET. Roll call was conducted by Executive Director (ED) Cherise Imai. A quorum was established.

ITEM 2 – AGENDA AND MINUTES

2. Commissioner Mary Gable (MD) made a motion to approve the agenda as amended, seconded by Treasurer Craig Neuenswander (KS). Motion carried.

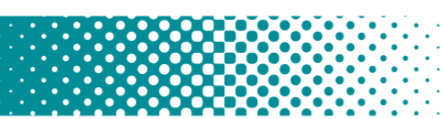
3. Commissioner Gable motioned to approve the minutes of the July 16, 2020 meeting, seconded by Vice Chair Laura Anastasio (CT). Motion carried.

ITEM 3 – Reports

4. **Chair** – Chair Kaminar reported he participated in a Military Child Education Coalition webinar focused on the Commission and the Purple Star program on August 12th on the importance of the MIC3 and support for military children.

5. **Vice Chair** – Vice Chair Laura Anastasio reported the Ex-Officio organizations met on June 26. They welcomed newly appointed National Military Family Association representative, Nicole Russell and discussed the effect of the pandemic on the Commission and states; the upcoming Annual Business Meeting; and Commissioner vacancies. She stated the Commission’s in-person and virtual trainings were highlighted by Training and Operations Associate Lindsey Dablow, and Military Impacted Schools Association Kyle Fairbairn provided an update on the MIC3-MISA joint training initiative. The meeting concluded with discussion on the pandemic, best practices, and resources from the representative organizations for dissemination to the Commission and other stakeholders.

6. **Executive Director** – ED Imai submitted a request to the Council of State Governments (CSG) to post the temporary administrative assistant position which was approved by the EXCOM at the previous meeting. She stated the CSG building, where the MIC3 national office is located, closure was extended to



the end of the calendar year due to COVID and all staff will continue to work from home. While employees may enter the building to conduct business as needed, they must inform CSG of the date, time, and where they have been so those areas may be thoroughly cleaned and sanitized. She added social distancing and wearing masks continues to be followed. Lastly, she stated CSG affiliates were informed annual negotiations for employee health benefits have begun. CSG reported an initial 26% rate increase as a starting point, however they continue to discuss with the healthcare providers. This amount is high due to the high number of claims paid by Anthem Blue Cross last year. Lastly, due to the pandemic and office closures, CSG has approved a 50% rent reduction for July and August.

7. **Finance** – Treasurer Craig Neuenswander reported the dues from New Mexico were paid and 100% of the FY2020 were collected. He stated the year-end close was at \$573292 or 14% under budget which is attributable to a number of reasons, COVID being one of them. The EXCOM fall planning and spring meeting were held virtually; no staff travel and other travel for training; the staffing vacancy - salary and operations; and overall indirect costs. The investments continue to do well despite the pandemic; however, the impact of the economy may impact future gains. Lastly, the annual audit is currently being conducted and will be completed within the next week.

8. In terms of FY2021 dues, Treasurer Neuenswander reported 24% of states have paid to date which represents 29% of the total dues. The July accounting reports have not been received yet from CSG, and ED Imai received the USDOD Dependent Data was received yesterday and she is calculating the projected FY2022 dues and drafting the budget. It's anticipated the budget will include increases in employee healthcare and the Annual Business Meeting if an in-person meeting is held and the pandemic safety and health regulations remain in place. This information will be presented to the Finance committee next week for approval.

9. Lastly, he introduced two new policies for the committee's approval, the Investment and Operating Reserve policies were developed in conjunction with CSG and our auditor, Blue and Co. The development of the policies was recommended by the auditor in 2018. The objective of the Investment Policy is to achieve a net rate of return of at least 3% per year on a three-year moving average. The investments are made with 60% assets and 40% fixed. The policy includes items allowed for investment as well as those that are prohibited; in the equity portion of the portfolio, 60% should be invested in an index fund that tracks performance of the total market. Regarding how the money is utilized, the EXCOM is authorized to withdraw 5% of the total market value of the fund annually for the organizations operating purpose - when and if that becomes necessary.

10. Treasurer Neuenswander stated the Operating Reserve policy states how much the Commission should have in reserve, which is to have a minimum balance of two years of our average operating costs – a standard for similar organizations. The use of the funds process states the Executive Director will make a recommendation to the Finance committee, who will make a recommendation to the EXCOM. Commissioner Gable asked if the policy could include if the Finance committee recommendation to the EXCOM differs from the original recommendation made by the Executive Director, that the original recommendation be provided to the EXCOM as well. Members concurred unanimously with the suggestion. Members were pleased the approval process for both policies included multiple committees and was based on the needs of the Commission.

11. Commissioner Gable motioned to approve both Investment policy as presented and the Operating Reserve policy with one revision. The motion was seconded by Treasurer Neuenswander. Motion carried.

12. **Communications and Outreach** – Commissioner Brian Henry reported the new Successful Transitions Video Program was developed and finalized by the Committee. Initially, the program was planned to launch this past June, however due to the pandemic, the Committee decided to launch at the

upcoming Annual Business Meeting instead. He referenced the program documents provided which outline the program requirements and process.

13. Commissioner Henry stated the Committee reviewed the initial draft of the Ambassador Program, however they agreed unanimously that due to the pandemic, the time was not opportune to launch this program and deferred discussion to Year 2-3.

14. **Compliance** – In the absence of Commissioner Korte, MIC3 Associate Dablow reported on his behalf. She stated the Committee did not hold a meeting last month, however three new Commissioner appointments were made for the California, District of Columbia, and North Carolina. ED Imai is onboarding each of them, which consists of 2-3 calls depending on their experience with the Compact. Vacancies exist in Indiana and Mississippi – which will likely move up on the Compliance Committee's list, and 2nd reminder letters were sent to Pennsylvania, Michigan and Iowa.

15. **Rules** – Commissioner Gable reported the committee scheduled for August was cancelled as there was no business to conduct or actions required. She noted she spoke with new committee member, California Commissioner Khi Jackson to welcome him on the team, and discuss the purpose and activities of the committee. Second, she spoke with the new District of Columbia Commissioner, Lakisha Fox, who has been attending the committee meetings as observer prior to the receipt of her official appointment as Commissioner.

16. **Training** – Commissioner Singleton reported the committee met in July; however, they did not achieve quorum. Discussion included the status of their strategic goals, which they are on target; the mentoring program approach; review of the new toolkits which will be added to the website. The committee also thanked the national office for the COVID-19 weekly information on states which has been timely and very helpful.

17. **Leadership Nomination** – ED Imai reported on behalf of Commissioner Rosemarie Kraeger (RI) who was unable to attend today's call. At their June meeting, the committee reviewed the submittals which include Commissioner Anastasio for Vice Chair and Commissioner Neuenswander for Treasurer. The committee also reviewed Chair submittals from current Chair Kaminar and Ohio Commissioner Pete LuPiba. All submittals are included in the Election Guide which will be reviewed at the next meeting scheduled for Monday, along with the ABM presentation slides on the electoral process. She noted the committee, as stated in their memo to the commission released in July, will recommend that due to the uncertainty of the pandemic, that the commission's current leadership serve for another year to support continuity. However, they understand and support the Bylaws which state annual elections be held, and the opportunity for a Commissioner to run for office, and ability to nominate candidates from the floor. For these reasons, both candidates for Chair have been included in the Election Guide.

18. Lastly, the committee selected the electronic ballot will be disseminated to commissioners through Constant Contact. The platform ensures a single ballot is sent, received, and cast by a member state. In addition, the Commission already subscribes to this platform, therefore there is no additional cost to the organization.

19. **National Guard and Reserve Task Force** – ED Imai reported on behalf of Commissioner Rosemarie Kraeger (RI) who was unable to attend today's call. ED Imai stated the task force will likely meet next week to discuss the results of the commissioner survey, which received a response from 34 of 43 commissioners. The results were provided recently to the task force members for review.

20. **Department of Defense (DOD)** – DOD Representative Chuck Clymer reported the services held a meeting yesterday and service representatives reported they plan to attend and have registered for the upcoming ABM. He also extended the registration to School Liaison Officers (SLO) worldwide as well

and asked if this was okay. ED Imai thanked Mr. Clymer for promoting the meeting and stated it was an opportunity to increase SLO participation and awareness. Training and Operations Associate said GoToWebinar accommodates up to 1,000 attendees. Mr. Clymer stated the services will hold separate virtual breakouts in the morning, just prior to the ABM meeting, utilizing a separate virtual platform. This is similar to what the Air Force did last year in Colorado Springs. He is prepping for his 5-minute DOD update – which will include what types of challenges and issues military families are facing during COVID and their responses. He asked the committee to contact him if there are any other topics that should be addressed in his brief.

21. Mr. Clymer described the Permanent Change of Station (PCS) process under the pandemic which includes clearance of the service member and families for both the locale they are departing from and moving to. Once clearance is received, the family can relocate to their new duty station. He acknowledged the complexity and challenge the process is for families, especially if the receiving locale requires a family to quarantine for 14 days or follow a specific process upon arrival. Nonetheless, military families are required to adhere to local country mandate protocols under the pandemic.

22. He added some families are ‘stuck in a PCS limbo’, initiates the process, moves into the temporary lodging and is waiting to transition, however in the receiving locale the status changes which prevents them from moving. Or in some cases, they moved to the new duty station but are unable to move into their permanent housing due to the locale status. A family receives temporary lodging allowance (the amount is set by Congress) however in some cases, they are reaching the allowance maximum because they are ‘stuck in limbo’. While understandably the situation is fluid, families are challenged with a multitude of issues and may seem to be confused because they are. They have to be aware of local conditions and the conditions of the locale they are moving to, and on arrival the member is deployed on his ship, leaving the spouse home with 3 young children, and registering for schools which are starting the year virtually. Chair Kaminar thanked Mr. Clymer for sharing the challenges of military families during this time, which highlights the importance of commissioners to be supportive and understanding.

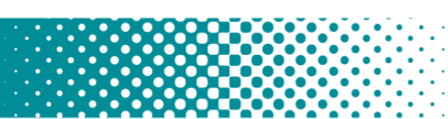
ITEM 4 – OLD BUSINESS

23. **ABM** – MIC3 Associate Dablow reported 109 registrations to date. Three sessions for Commissioner/Ex-officio GoToWebinar Training is scheduled Sept 3, 9, and 15 at 2:00pm ET. Training will help members familiarize themselves with the software which is very similar to the GoToMeeting platform used for standing committee meetings. ED Imai referenced the final ABM agenda which includes revisions discussed at the June meeting. The Docket Book is scheduled for printing on September 8th, the deadline was set to ensure the book could be printed, mailed to members, and allow for sufficient time for review prior to ABM. Staff is finalizing the reports and documents necessary.

24. Kaminar turned gavel over to Vice Chair Anastasio - For “Value of the Compact” questions the majority of the feedback was positive indicating an increase in support and awareness of the Compact. The “Value of the Commission” questions reflected satisfaction with customer service, communication, and supports provided by the Commission. Also reflected in the response for this topic is a desire for standing operation procedures for states to implement around operating the Compact. The desire for continued engagement on the national level to promote the Compact and the Commission. Finally, the need for information sharing of best practices among the member states.

25. Chair Kaminar needed to leave the call to attend another meeting. He turned the gavel over to Vice Chair Anastasio to facilitate the remaining agenda.

26. **2021 ABM (Little Rock, AR) Contract** – ED Imai reported a new contract was signed with the Little Rock Marriot for an in-person meeting on November 3-5, 2021. The contract was reviewed by CSG Legal Counsel and expanded to include stipulations to meet pandemic safety and health regulations and Approved September 17, 2020



additional space to allow for social distancing. For example, since we are no longer able to share tables or microphones, the contract accommodates for each commissioner to be seated at their own table and have their own microphones. In addition, meal buffets are not able to be served and food will likely be individually plated or boxed. Initial estimates are an additional \$30-40K and there will be an increase requested to cover meeting and audio-visual expenses - which was stated by Treasurer Neuenswander in his earlier Finance report.

27. **Website Migration** – ED Imai reported staff met with Epic Technologies yesterday to review the first round of changes for the new WordPress website and they are working on those changes. Once this is completed, staff will beta test the site. Epic will also conduct training for staff on WordPress features, likely in early September. The goal is to go live in late September and launch at the ABM.

28. **North Dakota Email Inquiry Response** – Vice Chair Anastasio referenced the original email sent by North Dakota Commissioner Davina French and the draft response letter for review. Members agreed the written response was appropriate and provided clarity. Vice Chair Anastasio stated she would share this feedback with Chair Kaminar.

ITEM 4 – OLD BUSINESS

29. In the interest of time, ED Imai deferred the Areas of Opportunity report to the September meeting.

ITEM 5 – ADJOURNMENT

30. Commissioner Henry motioned to adjourn the meeting, seconded by Commissioner Gable.

31. There being no further business to conduct, Vice Chair Anastasio adjourned the meeting at 1:57 PM ET.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director