



EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES
Thursday, September 17, 2020

PRESENT	John "Don" Kaminar	Arkansas Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Mary Gable	Maryland Commissioner	Comm & Outreach
	Brian Henry	Missouri Commissioner	Rules
	Daron Korte	Minnesota Commissioner	Compliance
	Rosemarie Kraeger	Rhode Island Commissioner	Past Chair and LNC
	Craig Neuenswander	Kansas Commissioner	Treasurer
	Ernise Singleton	Louisiana Commissioner	Training
	Chuck Clymer	DoD Representative	Ex-Officio
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, September 17 at 1:00 PM ET. Roll call was conducted by Training and Operations Associate, Lindsey Dablow. A quorum was established.

ITEM 2 – AGENDA AND MINUTES

2. Commissioner Brian Henry (MO) made a motion to approve the agenda as amended, seconded by Mary Gable (MD). Motion carried.

3. Treasurer Craig Neuenswander (KS) motioned to approve the meeting minutes for the August 20, 2020, seconded by Commissioner Gable. Motion carried.

4. Chair Kaminar asked for a notation to be made regarding the meeting minutes for the September 3, 2020 meeting. Commissioner Ernise Singleton (LA) motioned to approve the minutes as corrected, seconded by Commissioner Rosemarie Kraeger (RI). Motion carried.

ITEM 3 – Reports

5. **Chair** – Chair Kaminar stated with the Annual Business Meeting (ABM) being a couple of weeks away, he wanted to formally note that much has been accomplished this past year, and he is grateful for their hard work and engagement. With this being possible his last meeting with the EXCOM, he expressed appreciation for their honesty and that it has been a privilege to serve with the team.

6. **Vice Chair** – Vice Chair Anastasio stated she did not have a formal report at this time; however, she echoed the same sentiments expressed by Chair Kaminar.

7. **Executive Director – CSG Employee Benefits Rate Increase** – Ms. Dablow reported on behalf of ED Imai who was attending a separate meeting on behalf of the Commission and would join the call when that meeting concludes. Ms. Dablow stated the Council of State Governments initially projected an increase of 26% for employee benefits, projected to commence January 1, 2021. The insurance broker has negotiated a rate of 17% and is continuing negotiations to further reduce the rate to 15%. Ms. Dablow noted the rate increase last year was 12%.

8. **Organization Insurance Renewal** – Ms. Dablow reported the insurance term ended in 2019 after a three-year term. A new three-year contract has been signed and is effective from 2020-2022. It is a standard policy for organizations like MIC3, and the cost is \$1,787 per year, which is an increase of \$24 per year in comparison with the previous policy. To renew, we provide a copy of Executive Committee members, organization bylaws, and the year we were established. CSG completes the application and provides the financial documentation on behalf of MIC3. The policy includes \$1 Million in coverage and provides protection for the directors and/or officers against claims regarding breach of duty or negligence, or error while acting in their capacity as directors or officers.

9. **Annual Report** – Ms. Dablow stated the digital version has been posted on the website and members were mailed a copy with their Docket in preparation for the ABM.

10. **State Support by the National Office** – Ms. Dablow stated under the pandemic, some members did not have access to an online meeting platform. The national office has assisted by making the Go-To-Meeting platform available for state council meetings. To date, we assisted Alabama, California, and New Mexico with their meetings and drafted their minutes. In addition, she reported recent training was conducted for the state of Washington due to a high turnover of school district personnel.

11. **Communications and Outreach** – Commissioner Henry commenced by stating he was honored to have served on the EXCOM with both Chair Kaminar and Vice Chair Anastasio, and the other members. He reported the Communications and Outreach requested a pause on further development of the Ambassador Program primarily due to the COVID crisis. They discussed the committee's progress thus far and the launch of the Successful Transition Video Program at the upcoming ABM. Finally, the members discussed the impact of the pandemic on members in their full-time job capacities which has been significant. No items were sent forward for the EXCOM.

12. **Compliance** – Commissioner Daron Korte (MN) echoed the sentiments expressed earlier; it has been a great experience working with everyone however in these unstable times any stability is appreciated. He reported the committee continues to work with the national office on the appointments for Indiana and Mississippi, which may require further action. Due to the pandemic, the deadline for the annual state council meetings and end-of-year reports was extended from June 30 to September 30. In addition a couple of letters were received by parents regarding the lack of a state council by the state of Texas. He stated Texas is an anomaly and the Texas Education Agency functions as the state council. A meeting will be scheduled with Commissioner Shelly Ramos to discuss further.

13. **Finance** – Treasurer Neuenswander stated the balance was \$1,451,388. As this is the first quarter of the fiscal year, revenue and expenditures are at \$28,562. Regarding Vanguard Investments, the balance was \$450,521 an increase of \$16,000 over the previous month. State dues collected to date was \$191,000 or 29% of the total budget and which represents 24 states.

14. **Rules** – Commissioner Gable stated she appreciated Chair Kaminar and Vice Chair Anastasio and their leadership. She did not have a report at this time.

15. **Training** – Commissioner Singleton stated she echoed the remarks expressed by her colleagues earlier regarding the Executive Committee and leadership. She reported the committee met on August 25th. Highlights included reviewing the final draft of both the new toolkits and training guide which will be disseminated at the ABM – useful documents everyone can use. Lastly, they discussed the overall flow of the ABM agenda.

16. **Leadership Nomination** – Commissioner Kraeger commended the leadership of Chair Kaminar, Vice Chair Anastasio and Treasurer Neuenswander. They have been excellent as officers of the organization and transparent. The EXCOM has done an excellent job overseeing the business of the

organization, based on data and professionalism. The Election Guide required the committee to seek confirmation by committee member Commissioner Greg Lynch (WA) that a second candidate would be running for the office of chair. A verification by email from the Ohio Commissioner was received confirming their candidacy and she looked forward to the election at the ABM. She added the guide would be released on the targeted date. Chair Kaminar expressed appreciation for her overall leadership and support.

17. DOD Representative – Mr. Chuck Clymer stated he was very proud of the service team and over the past year worked to standardize the processes such as: outbriefing on states, joint training of personnel, and levels of support. Commissioners will see a big difference in the level of service provided in each state. A joint training will be held prior to ABM for service personnel who support state commissioners. Chair Kaminar expressed appreciation for Mr. Clymer's presence and engagement on the Commission. The interaction and information provided is always valuable and helpful in supporting the mission of the organization and better meet the needs of families.

ITEM 4 – OLD BUSINESS

18. 2020 ABM – Ms. Dablow reported 275 registrations were received and today was the deadline. Three training sessions on the virtual platform were conducted and a fourth is scheduled for next week. Resource slides and a cheat sheet will be sent out just prior to the ABM for reference. The agenda is posted on the website and available for download. A title change to the panel was made on the advisement of Mr. Clymer. The presentation by Dr. Keith Mispagel on the Pandemic and Schools is confirmed, and public comments were received this morning by one individual to date. She added the comments will be shared with the Executive Committee and the Commission prior to ABM. The Docket Book and Election Guide will be disseminated to registrants and posted on the website by close of business today or tomorrow morning. Regarding the virtual commissioner reception, Ms. Dablow stated staff continues to work with IT on learning the Zoom platform and breakouts as we are not familiar with system, although she anticipates no issues.

19. Website Migration – Ms. Dablow reported the project is ahead of schedule. Staff conducted testing and submitted changes to the vendor, Epic Technologies. She was confident the website would be completed for the launch at the ABM. As stated at previous meetings, the site looks the same however may slightly differ.

ITEM 5 – NEW BUSINESS

20. Areas of Opportunity – ED Imai joined the call. She referenced the document included in the handouts was developed on request by the Finance Committee. The items outlined are recommendations by the staff on the needs of the organization from an operations perspective. Items included:

- Operations audit of the national office to examine the operations and programs; assess adequate staffing and identify areas of improvement.
- Investment in a system database to track and manage membership, programs, data, and for reporting. Currently data is managed manually, and multiple documents/reports are updated individually.
- Online Training System to develop a virtual learning and training modules on the Compact.

21. Webinar Series – ED Imai stated as the ABM is virtual this year and with the limited time available, the EXCOM decided previously the commission would facilitate webinars on these topics over the next year. She proposed three possible topics: Best Practices on Implementing the Compact; School Transition Resources and Supports; and Compact Transition Topics. Members agreed and asked the staff to further develop the program.

22. MISA-MIC3 Memorandum of Understanding (MOU) – ED Imai reported the MOU has been renewed with MISA's Kyle Fairbairn. She expressed appreciation for the support by Mr. Fairbairn and the military impacted schools of the Commission.

ITEM 6 – OTHER BUSINESS

23. **Compact Cases Under the Pandemic** – ED Imai reported several cases have been worked by the national office or by states. Topic included: continuing remote learning at the sending school while moving (both schools are remote). Although this was not covered under the compact, schools have been more flexible and accommodating under COVID. Enrollment prior to arrival accommodations were made for a family with a medically fragile child driving to Alaska to their new duty station. The family had their own laptop and hot spot so the child could participate in the class. Chair Kaminar stated there has been increase in enrollment in homeschooling options.

24. **Kate Wren Gavlak** – Commissioner Kraeger reported former California Commissioner, Kate Wren Gavlak's mother recently passed away. Members asked ED Imai to send flowers on behalf of the organization.

ITEM 7 – ADJOURNMENT

25. With no further business to conduct, Chair Kaminar adjourned the meeting at 1:55PM ET.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director