

LEADERSHIP DEVELOPMENT COMMITTEE MEETING MINUTES
Monday, August 24, 2020

PRESENT	Rosemarie Kraeger Chad Delbridge Debra Jackson Greg Lynch Deanna McLaughlin Douglas Ragland	Rhode Island Commissioner Chair Wyoming Commissioner New York Commissioner Washington Commissioner Tennessee Commissioner Alabama Commissioner
STAFF	Cherise Imai Lindsey Dablow	Executive Director Secretary Training and Operations Associate
EXCUSED	Tony Trongone Tim McMurtrey	New Jersey Commissioner Idaho Commissioner

ITEM 1 – CALL TO ORDER AND WELCOME

1. Chair Rosemarie Kraeger (RI) called the meeting to order at 1:00PM EDT. Roll call was conducted by Lindsey Dablow, Training and Operations Associate.

ITEM 2 – AGENDA AND MINUTES

2. Commissioner Greg Lynch (WA) motioned to approve the agenda as presented, seconded by Commissioner Deanna McLaughlin (TN). Motion carried.
3. Commissioner McLaughlin motioned to approve the meeting minutes from July 27, 2020, as presented, seconded by Commissioner Douglas Ragland (AL). Motion carried.

ITEM 3 – RESPONSE TO COMMISSIONER SHELLEY JOAN WEISS (WI) EMAIL DATED JUNE 12, 2020

4. Chair Kraeger reported an email was received from Commissioner Weiss regarding the upcoming elections, the process in a virtual environment, and her interest in conducting the electoral process in an anonymous format. Chair Kraeger reflected on the committee's discussion in July and referred to her emailed response to Commissioner Weiss dated Friday, August 7 at 4:23 PM ET.

ITEM 4 – UPDATE ON COMMISSIONER PETE LUPIBA (OH)

5. Chair Kraeger yielded the floor to Commissioner Lynch for his report on outreach to Commissioner LuPiba regarding clarity on his candidacy for Chair. Commissioner Lynch reported no additional email exchanges had occurred. Commissioner Debra Jackson (NY) stated she was confused by his response and if it was clear what the LNC was asking.
6. Commissioner Lynch stated an initial email was sent on Thursday, July 9 asking Commissioner LuPiba for some time to talk via phone call. On Friday, July 10, Commissioner LuPiba emailed he was busy that day and could not meet by the August 1 deadline. He added

he was going to be on vacation from next week and for Commissioner Lynch to contact him via phone on August 3.

7. Commissioner Lynch responded later that same day he understood Commissioner LuPiba would be on vacation for three weeks and emphasized the need to speak with him for a few minutes on time sensitive business before July 27. Commissioner Lynch stated he was available evening and weekends to talk and could work around his schedule.

8. Commissioner Lynch did not hear from him during that time, until a follow-up email was sent by Commissioner Lynch to Commissioner LuPiba on Sunday, August 9. This email was copied to members of both the Leadership Nomination and Executive committees. Commissioner LuPiba responded to this email on Monday, August 10.

9. Commissioner Jackson said she was surprised at Commissioner LuPiba's initial response because if she had been in a similar situation in which a colleague stated it was important to speak with her on a matter, she would have made the time to speak with that person. In addition, she was confused if he was aware of the clarity the committee needed on his candidacy. Commissioner Jackson expressed appreciation for Commissioner Lynch's very professional email and diligent follow-up on the matter. She stated she knows Commissioner LuPiba and was very surprised by his response.

10. Commissioner Lynch replied the committee did a good job on their discussion and recommendation to the Commission regarding stabilizing MIC3 leadership under the pandemic, and release of the LNC memorandum dated July 5 which specified the background on electing current leadership for another term, and the committee would contact every applicant received to confirm the intent of the application light of the LNC's recommendation. Commissioner Lynch stated he assumed Commissioner LuPiba was aware of the memorandum and his connection with Commissioner LuPiba had to do with this. He asked the committee for comment on the next steps.

11. Commissioner Ragland stated, for clarification purposes, that his name is mentioned in Commissioner LuPiba's emailed response to Commissioner Lynch, and he wanted to provide background for the record. Commissioner Ragland reported he had a State Council meeting scheduled for August 7. He emailed Commissioner LuPiba on a separate business matter regarding the meeting, however he did not receive a response to his email at that time. Commissioner Ragland reported he then contacted Commission Chair Don Kaminar (AR), and received the information he required. Chair Kraeger thanked him for his clarification.

12. Commissioner McLaughlin stated she understood the confusion by everybody, because she too was confused when she read the emails. She stated at the last meeting, she asked for clarification on Commissioner Lynch's email to Commissioner LuPiba which stated "hey, do you have time for a chat?". She added the email was not specific for what it was referring to, and Commissioner LuPiba's response was "if it's about a family, just send me the information. Then it said, you know, otherwise call me on August 3rd". Commissioner McLaughlin asked if Commissioner Lynch called Commissioner LuPiba on August 3rd.

13. Commissioner Lynch replied no he had not because his reply to Commissioner LuPiba's email was to please give him a call as soon as he could, before that time, and Commissioner LuPiba never responded to that email. Therefore, he was under the impression that

Commissioner LuPiba was aware, based on the memorandum, the call was regarding his submitted application

14. Commissioner McLaughlin replied his answer is in the long response that he made, where she thought he seemed to understand it was about elections. She thought the point was clear once the email came back to the committee and copied to each of the candidates, and that might have been the trigger for him figuring out what was going on from his response on August 10, but she could be wrong.

15. Members restated the need to obtain final confirmation on the intent of Commissioner LuPiba to run for Chair. Commissioner McLaughlin asked if the committee could call Commissioner LuPiba now. Members did not feel it was in good practice or fair for the committee to call an individual to speak on the record without proper notification.

16. Commissioner Lynch offered to reach out again via email to reconfirm. He would share the response once received as it determined next steps on the release of the Election Guide.

ITEM 5 – ELECTION GUIDE

17. Chair Kraeger yielded the floor to Executive Director (ED) Cherise Imai for her report. ED Imai reviewed the document with the committee which included the changes from the meeting prior and all candidate applications received. She noted once Commissioner LuPiba's intent is clarified, the document will be finalized for release with the Docket Book which will be posted no later than September 17 on the Annual Business Meeting webpage.

ITEM 6 – ABM ELECTIONS

18. **Process and Presentation** – Chair Kraeger yielded the floor to ED Imai for her report. ED Imai reviewed the slides for the presentation. Regarding the ballot, the deadline for receipt is Thursday, October 1 at 6:00 PM Hawaii Time or 12:00 midnight ET, which will allow staff to reconcile the count and address any unanticipated issues. Members unanimously agreed the specified date and time allowed ample time for ballots to be completed by commissioners.

19. **Evening Reception (10/1), Time, Length, Program, Platform** – ED Imai asked members for input from their experience with online breakout sessions. Members suggested a designated room for each candidate would be helpful with a set amount of time for each candidate. Members agreed a simple platform, such as Zoom, would work best and avoid the need to call into separate lines to access the rooms. Members directed staff to research the best option for the reception and implement. ED Imai stated she would reach back to the committee if needed for further guidance.

ITEM 7 – ELECTRONIC BALLOT

20. ED Imai stated this item was addressed earlier. However, she restated the key dates/times for the record. These dates are referenced in the Election Guide.

- a. Ballot Release: Thursday, October 1, 2020, 4:00PM ET
- b. Ballot Deadline: Thursday, October 1, 2020, at 6:00PM Hawaii Time

ITEM 8 – POST ELECTION SURVEY

21. ED Imai reported the same questions from the 2019 post-ABM survey were added to the 2020 post-ABM survey. She asked if the committee had further changes or clarifications. Hearing none, she concluded her report.

ITEM 9 – OTHER BUSINESS

22. Chair Kraeger felt the committee was ready for the election. Members concurred unanimously. Commissioner Jackson was appreciative that individuals had good recollection and memory of events and discussion.

23. The Chair reminded members the annual debrief meeting would take place on Monday, October 26, 2020 at 1:00 PM ET. The purpose of the meeting is to review the activities, identify successes, opportunities for improvement, and focus areas for the next committee for the 2021 election.

ITEM 8 – ADJOURNMENT

24. Chair Kraeger thanked members for their thoughtfulness on the electoral process to ensure transparency.

25. With no further business to conduct, Commissioner Lynch motioned to adjourn the meeting, seconded by Commissioner Ragland. Motion carried. The meeting was adjourned at 1:33 PM EDT.

Respectfully submitted by,
Cherise Imai
Executive Director