

**EXECUTIVE COMMITTEE MINUTES**  
**Thursday, September 21, 2023**

PRESENT	Laura Anastasio Ernise Singleton Brian Henry John "Don" Kaminar Steve Bullard Chad Delbridge Mary Gable Shelly Ramos Dianna Ganote	Connecticut Commissioner Louisiana Commissioner Missouri Commissioner Arkansas Commissioner Kentucky Commissioner Wyoming Commissioner Maryland Commissioner Texas Commissioner USDOD Representative	Chair Vice Chair Treasure & Finance Past Chair Compliance Comm. & Outreach Rules Training Ex-Officio
STAFF	Cherise Imai Lindsey Dablow	Executive Director Training & Operations Assoc	Secretary
GUESTS	Jason Moseley  Tim Hall	Deputy Director & General Counsel, Council of State Governments (CSG) Director, Human Resources, CSG	

**ITEM 1 – CALL TO ORDER**

1. Chairman Laura Anastasio (CT) called the meeting to order at 1:00 PM ET.

**ITEM 2 – ROLL CALL**

2. Roll call was conducted by Cherise Imai, Executive Director (ED). A quorum was established.

**ITEM 3 – APPROVAL OF THE AGENDA**

3. **Commissioner John "Don" Kaminar (AR) motioned to approve the agenda as presented, seconded by Commissioner Steve Bullard (KY) The motion carried.**

**ITEM 4 – APPROVAL OF THE MINUTES**

4. **Commissioner Kaminar motioned to approve the minutes from the August 17, 2023, meeting as presented, seconded by Commissioner Bullard. The motion carried.**

**ITEM 5 – COUNCIL OF STATE GOVERNMENT BRIEFS**

5. **EMPLOYEE BENEFITS** – Mr. Tim Hall, CSG Human Resources Director, stated as MIC3 are CSG employees, CSG negotiates the terms of health benefits on behalf of the Commission. Mr. Hall reported there was a proposed 12% increase to employee health benefits coverage for both the employee and the employer, according to the healthcare provider, Anthem Blue Cross. Based on MIC3 staff current coverage, the annual cost to MIC3 for medical coverage as estimated at \$25,495. With the 12% increase applied to both the employee and employer contributions and a small increase in the organization's HSA funding due to a rising deductible, the estimated projected annual cost would be \$28,395. The CSG decision is not yet final and CSG's 11 affiliates and 7 regional offices provided input on the matter. He would inform ED Imai once a decision has been made.

6. **FY2023 AUDIT** – Mr. Jason Mosely, CSG Deputy Director and General Counsel, reported CSG has migrated to a new accounting system, and due to transition challenges, they would not be able to work on the audit until December. He noted this delay was not at the fault of the MIC3 staff. CSG Accounting has suggested two options for the Commission to consider: deferral on the audit report vote; or to move the June-July fiscal year to a January-December calendar year. Members forwarded the matter to the Finance Committee for a recommendation.

## ITEM 6 – REPORTS

7. **VICE CHAIR** – Vice Chair Singleton reported she did not have a report at this time.

8. **EXECUTIVE DIRECTOR** – ED Imai reported the CSG Affiliates met last week. Much of the discussion centered around the two items reported on by CSG above. She stated she and Chair Anastasio attended the National Association of Federally Impacted Schools conference in Washington DC last week and met with Congressman Joe Courtney regarding the Defense State Liaison Office Penn State Study and obtaining a congressional resolution on the Compact. Ms. Lindsey Dablow also reported she and Commissioner Bullard did not travel to the CSG Western Regional Conference as it was cancelled due to the writer's strike. ED Imai reported on the vacancies and new commissioner status; and provided an update on the Citation Correction initiative.

9. **FINANCE** – Treasurer Henry reported the FY2023 Dues have been 100% collected. The 2024 Reports have not been made available to the Commission and are pending release from CSG Accounting. He reported the Committee approved the FY2025 Dues and Budget Proposal.

10. **COMMUNICATION AND OUTREACH** – Commissioner Chad Delbridge (WY) reported the Committee met last week Wednesday and received updates on the Communications Plan, New Webinars, and Training Portal status. This month, we released the: 1) C&O End-of Year Memorandum: Supporting Compact Implementation in States through Constant Contact on the 12<sup>th</sup> and the 2) September Newsletter on the 19<sup>th</sup>. He added the Committee provided the secondary approval on the new policy regarding the Ex-Officio Review Process. The final item discussed was regarding the Use of Email and Communications draft policy forwarded by the EXCOM for secondary approval. This item will be discussed under OLD BUSINESS.

11. **COMPLIANCE** – Commissioner Bullard reported the End-of-Year Report Guide was released on the 19<sup>th</sup>.

12. **LEADERSHIP NOMINATION** – Commissioner Kaminar reported the Committee met last month and approved the Election Guide with the candidates running for office which will be released this month through Constant Contact.

13. **USDOD REPRESENTATIVE** – Ms. Dianna Ganote reported the Defense State Liaison Office is working on the report with Penn State which will be released in December. She is also working with the National Office on the Military Representative Guide, version 2.

## ITEM 7 – OLD BUSINESS

14. **2023 ANNUAL BUSINESS MEETING** – Training and Operations Associate, Lindsey Dablow reviewed the General Session agenda, Tier Group discussion topics and logistics for the meeting. She also noted a bifold to remind Members of the mission, vision, and values would be placed on commissioner seating.

15. **AMENDED POLICY #2-2021 (COMMISSIONER) CODE OF CONDUCT – Commissioner Delbridge motioned to approve the policy, seconded by Commissioner Bullard. The motion carried.**

#### **ITEM 8 – NEW BUSINESS**

16. **SERVICE AWARDS – Commissioner Bullard motioned to approve awards for outgoing commissioners, Will Hardin (GA) and Sarah Forster (ME), seconded by Vice Chair Singleton. The motion carried.**

17. **OPEN RECORDS REQUEST: TENNESSEE –** Ms. Dablow informed the Committee a request was received from Commissioner Deanna McLaughlin. In accordance with the Commission processes, open records requests and their documentation are provided to the appropriate committee(s). In addition, the National Office submits the requests to General Counsel for review and approval prior to responding to the request. Commissioner McLaughlin on the following:

- “FY2021 Approved Budget, FY2022 Approved Budget, FY2023 Approved Budget, FY2024 Approved Budget, & FY2025 Draft Budget.
- Detailed income statements with expense descriptions, dates, and dollar amounts for every expense under each budget line item for the following fiscal years FY2024 YTD, FY2023, FY2022, and FY2021.
- Details on any staff expenses paid for by any of the MIC3 ex-officio organizations for the same fiscal years.
- A list of the current services provided by CSG and the cost for each service provided to include office space.
- List of base salary and benefit expenses for all four paid MIC3 National Staff members.
- Record of base salary and benefit increases for FY2024 YTD, FY2023, FY2022, and FY2021.
- Projected staff & excomm non-ABM travel for the remainder of CY 2023 (CY=Calendar Year), CY 2024, & CY2025 with the location name, reason for travel, name of the organization to be trained or spoken to, the number of staff members and excomm members attending and the breakout of costs for each person.”

18. ED Imai noted all items were provided except for the second item would be provided once CSG Accounting provided the document to the Commission. In addition, for the last item, data for FY2024 and 2025 could not be provided as the staff could not predict future training requests and address them as they are submitted.

#### **ITEM 9 – OTHER BUSINESS AND ANNOUNCEMENTS**

19. Chair Anastasio reminded members of the upcoming Compact 101 training session scheduled for October 11 at 11:00 AM ET.

#### **ITEM 10 – ADJOURNMENT**

27. **Vice Chair Singleton motioned to adjourn the meeting, seconded by Commissioner Delbridge. The motion carried. The meeting was adjourned at 2:14 PM ET.**