



EXECUTIVE COMMITTEE MINUTES
Thursday, August 29, 2024

PRESENT	Ernise Singleton Greg Lynch Laura Anastasio Steve Bullard Chad Delbridge Mary Gable Kathleen Murphy Dianna Ganote	Louisiana Commissioner Washington Commissioner Connecticut Commissioner Kentucky Commissioner Wyoming Commissioner Maryland Commissioner New Hampshire Commissioner USDOD Representative	Chair Treasurer & Finance Leadership Nom. Compliance Comm. & Outreach Rules Training Ex-Officio
EXCUSED	Daron Korte	Minnesota Commissioner	Vice Chair
STAFF	Cherise Imai Lindsey Dablow Allie Thomas	Executive Director Training & Operations Assoc. Operations Coordinator	Secretary

ITEM 1 – CALL TO ORDER

1. Commission Chair Ernise Singleton (LA) called the meeting to order at 3:31 PM ET.

ITEM 2 – ROLL CALL

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

ITEM 3 – APPROVAL OF THE AGENDA

3. **Chair Singleton approved the agenda with consensus from the Members. No motion was necessary.**

ITEM 4 – APPROVAL OF THE MINUTES

4. **Commissioner Steven Bullard (KY) motioned to approve the minutes from the meeting on August 15, 2024. Commissioner Laura Anastasio (CT) seconded the motion. The motion carried.**

ITEM 5 – ANNOUNCEMENTS

5. No announcements were presented to the Committee.

ITEM 6 – NEW BUSINESS

6. **FY2026 Dues** – Commission Treasurer Greg Lynch (WA) reviewed the FY2026 Dues draft and explained how the numbers were calculated for FY2026 using the original formula of \$1.15 per military-connected student. The dues for FY2027-2030 would be calculated after the decision regarding a dues increase was made to determine the amount of the increase and the inflation rate.

7. **Commissioner Bullard motioned to approve the FY2026 Dues. Treasurer Lynch seconded the motion. The motion carried.** The FY2026 Dues would be introduced to the full Commission at the 2024 Annual Business Meeting (ABM).
8. **FY2026-2030 Budget** – ED Imai introduced a draft of the FY2026-2030 Budget. She explained how the Council of State Governments (CSG) projected a 25% increase in benefits and how that was incorporated into the budget, and stated the budget factored in the expenses of holding the ABM in-person. The budget could be adjusted each year should the ABM format change.
9. **Commissioner Mary Gable (MD) motioned to approve the FY2026-2030 Budget. Commissioner Chad Delbridge (WY) seconded the motion. The motion carried.** The budget would be introduced to the full Commission at the ABM.
10. **Future Dues Increase** – Treasurer Lynch introduced the Finance Committee's discussion regarding a dues increase and explained the timeline for implementing the changes. The Finance Committee recommended a 54% increase to the dues for FY2027 and then an increase by a CPI rate of 5% each year after until FY2032. This would bring the dues formula for FY2027 up 63 cents, from \$1.15 per military-connected student to \$1.78 per student. The CPI rate could be lowered if the 5% proved to be higher than needed.
11. Commissioner Delbridge asked if the current floor and ceiling would need to be changed. Treasurer Lynch responded that there would need to be a change and recommended to increase the floor and remove the ceiling once the dues began at \$1.78 per student.
12. Commissioner Gable stated 54% was a large number that might startle many state Commissioners if the topic was not introduced carefully. Chair Singleton agreed that the projected dues increase would need to be presented in a way that all Commissioners could understand the reasoning and agree with the numbers. Treasurer Lynch stated the Commissioners needed to be surveyed at the ABM to gather all opinions and that he would work with the national office to determine the best method for conducting the survey.
13. **Future ABM Format** – Treasurer Lynch explained the Finance Committee's recommendation to hold in-person ABMs every other year with virtual meetings held in-between. Holding the meeting virtually every other year would lead to major cost savings and would allow the reserve to replenish in the off years.
14. ED Imai stated there were 25 new Commissioners since 2022. Commissioner Delbridge asked if the new Commissioners would know how to address ABM discussions and dues increases with their state Department of Education and State Council members. Commissioner Kathleen Murphy (NH) responded that the Training Committee had discussed the idea of using the Mentor Program to help prepare New Commissioners for ABM and assist them with their Commission responsibilities.
15. Treasurer Lynch recommended holding the ABM in person through 2026 and then holding virtual meetings on the odd years. Chair Singleton stated the leadership elections are held on odd years and asked how voting would work if the meeting was virtual. Commissioner Anastasio suggested leadership could be kept on for an additional year to align the election cycle with in-person meetings held on even years. Chair Singleton stated the Committee needed to present the ABM format options as a request for feedback and not as a statement of how it will be when the topic is introduced to the full Commission at ABM.

16. **Travel Policy** – ED Imai reviewed the Travel Policy amendments with the recommendation of switching to per diem for reimbursements. The members agreed that using federal rates for per diem would make the reimbursement process faster and more efficient. **Commissioner Gable motioned to approve the Travel Policy amendments for per diem reimbursements. Commissioner Delbridge seconded the motion. The motion carried.** The amended Travel Policy would be presented at the ABM to the full Commission.

17. **Reserve Policy Amendments** – ED Imai introduced a draft of the Reserve Policy with amendments provided by the Finance Committee and stated the Commission's auditor had reviewed the draft and thought it was best practice to update the policy. Treasurer Lynch explained why the amendments were needed. **Commissioner Delbridge motioned to approve the amended Reserve Policy. Commissioner Bullard seconded the motion. The motion carried.** The amended Reserve Policy would be presented at the ABM to the full Commission.

ITEM 7 – OLD BUSINESS

18. **EMS Staffing: Organizational Assessment** – ED Imai reported Educational Management Solutions (EMS) was on track to complete the organizational assessment and would provide a draft report by September 6, 2024. The draft report would be forwarded to the members to review before the next meeting.

ITEM 8 – OTHER BUSINESS AND ANNOUNCEMENTS

19. **Next Meeting: Thursday, September 19, 2024** – ED Imai reminded the members of the next meeting date.

ITEM 9 – ADJOURNMENT

20. With no further business to conduct, Chair Singleton adjourned the meeting at 4:29 PM ET. No motion was necessary.