



FINANCE COMMITTEE MINUTES
Wednesday, January 22, 2025
11:00 AM – 12:00 PM ET

Table with 4 columns: Category, Name, Title, and Role. Rows include PRESENT (Greg Lynch, Dale Brungardt, Brian Halstead, Brian Henry, Debra Jackson, Rosemarie Kraeger, Deanna McLaughlin, J. Clarke Orzalli, Nickolas Sojka), EXCUSED (Kyle Fairbairn, Davis Whitfield), and STAFF (Cherise Imai, Lindsey Dablow, Allie Thomas).

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 11:00 AM ET by Treasurer and Committee Chair Greg Lynch (WA). The roll call was conducted by Executive Director (ED) Cherise Imai. A quorum was established.

ITEM 2 – APPROVAL OF THE AGENDA

2. Commissioner Brian Halstead (NE) motioned to approve the agenda. The motion was seconded by Commissioner Nickolas Sojka (NC). The motion carried.

ITEM 3 – APPROVAL OF THE MINUTES

3. Commissioner Brian Henry (MO) motioned to approve the minutes from November 20, 2024, seconded by Commissioner Sojka. The motion carried.

ITEM 4 – REPORTS

- 4. Executive Committee (EXCOM) – ED Imai reported the EXCOM met on January 16, 2025, and noted the information was sent to the members prior to the meeting for their review.
5. Finance – ED Imai announced the fiscal year (FY) 2024 dues were closed with the receipt of New Jersey's outstanding payment in November. She reviewed the financial reports for FY2025 and stated the expenditures were consistent for the third quarter.

ITEM 5 – OLD BUSINESS

6. **Finance Memorandum: Proposed Dues Increase Toolkit** – ED Imai reported the Proposed Dues Increase Toolkit memorandum was released to the Commission on November 27, 2024. A reminder would be disseminated on January 27, 2025, through Constant Contact.
7. **Educational Management Systems (EMS) Report** – Chair Lynch disclosed the national office had received the final EMS Report and the EXCOM was expecting a recommendation following the committee's review. Commissioner Deanna McLaughlin (TN) stated it would be helpful if the report provided a breakdown of the benefits that the national office staff receive such as vacation hours, paid holidays, and shutdown days along with a breakdown of covered insurances. Chair Lynch responded the report was written by EMS based on the study the Commission requested and asked if Commissioner McLaughlin was wanting an additional report to be released to the Commission. Commissioner McLaughlin clarified that she was requesting the information be reviewed by the Commission prior to any discussions or changes regarding salary and compensation.
8. Commissioner Rosemarie Kraeger (RI) asked if the items Commissioner McLaughlin inquired about were contractual. ED Imai responded that staff benefits were contracted between the Commission and the Council of State Governments (CSG) in a Memorandum of Understanding (MOU). CSG's human resources department controlled the benefits package offered to staff. Commissioner J. Clarke Orzalli (MA) stated the EMS report had the benefits listed as comparable to other organizations but did not explain how and noted it would be helpful to review benefits information provided by CSG prior to any budget and compensation discussions. Chair Lynch agreed with the members' statements.
9. **Commissioner Sojka motioned to move the report forward to the EXCOM. Commissioner Debra Jackson (NY) seconded the motion. The motion carried.**

## ITEM 6 – NEW BUSINESS

10. **Strategic Plan: Year Three Work Ahead** – Chair Lynch outlined the committee's priorities and goals set for the third year of the strategic plan. He announced that an upcoming legal advisory would be released detailing Ex-officio membership and the representatives' participation on the Commission and standing committees.
11. **Memorandum: Guidance on Fiscal Funding** – Chair Lynch introduced the Commissioner Guidance on Compact Program Funding document that would be shared with the Commission as a memorandum. The document outlined the types of funding and resources a state should provide and the best options state councils could use to seek funding for Compact programs.
12. **Commissioner Sojka motioned to approve the Guidance on Fiscal Funding memorandum for release to the Commission. Commissioner Henry seconded the motion. The motion carried.** ED Imai confirmed the memorandum would be released the following week.

## ITEM 7 – OTHER BUSINESS AND ANNOUNCEMENTS

13. **C&O Memorandum: Compact Resources & Tools** – ED Imai announced the Communications & Outreach memorandum for Compact Resources & Tools was disseminated to the Commission on January 15, 2025. The toolkit included items for Month of the Military Child and other resources for members to share with their state councils and stakeholders.
14. **Compliance Memorandum: Reporting Deadlines** – Training and Operations Coordinator Lindsey Dablow reported the Compliance Committee released the Reporting Deadlines memorandum on January 16, 2025, which reminded the states of membership requirement deadlines. She noted that

one state was left to submit their FY2025 Code of Conduct (COC) and Conflict of Interest (COI) forms by the January 31, 2025, deadline.

15. **2025 Compact 101 Trainings** – Ms. Dablow introduced the 2025 Compact 101 Trainings Calendar infographic listing all the monthly trainings scheduled for 2025 and encouraged the members to share the trainings with their stakeholders.

#### **ITEM 8 – ITEMS FOR THE EXECUTIVE COMMITTEE**

16. No items were received for the EXCOM.

#### **ITEM 9 – ADJOURNMENT**

17. **Commissioner Henry motioned to adjourn the meeting. Commissioner Dale Brungardt (KS) seconded the motion. The motion carried.** The meeting was adjourned at 11:43 AM ET.