

**LEADERSHIP NOMINATION COMMITTEE MINUTES**  
**Friday, November 15, 2024**  
**11:00 AM – 12:00 PM ET**

PRESENT	Laura Anastasio Laura Cyr Dan Dunham Debra Jackson Clarke Orzalli	Connecticut Commissioner Maine Commissioner Virginia Commissioner Designee New York Commissioner Massachusetts Commissioner	Chair
EXCUSED	Rosemarie Kraeger Michael Price	Rhode Island Commissioner Michigan Commissioner	
STAFF	Cherise Imai Lindsey Dablow Allie Thomas	Executive Director Training & Operations Associate Operations Coordinator	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 1:01 PM ET by Committee Chair and Connecticut Commissioner Laura Anastasio.

**ITEM 2 – ROLL CALL**

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

**ITEM 3 – APPROVAL OF THE AGENDA**

3. **Commissioner Debra Jackson (NY) motioned to approve the agenda, seconded by Commissioner Designee Dan Dunham (VA). The motion carried.**

**ITEM 4 – APPROVAL OF THE MINUTES**

4. **Commissioner Jackson motioned to approve the meeting minutes from August 19, 2024, seconded by Commissioner Designee Dunham. The motion carried.**

**ITEM 5 – NEW BUSINESS**

5. **Strategic Plan Goals** – Chair Anastasio reviewed the Leadership Nomination Committee (LNC) goals as established in the Strategic Plan. The main goal was to establish a sustainable culture that supported members and ensured organizational continuity through the leadership nomination process. She asked if they felt the goal was achieved. Commissioner Clarke Orzalli (MA) asked what the definition of diversity was in context to the last line of the goal, “involve diverse representation on the Leadership Nomination Committee.” Chair Anastasio responded that diversity meant including Commissioners of both small and large states from all parts of the country. Commissioner Orzalli stated that it would be best practice to include a balance of new and seasoned Commissioners, as well. ED Imai added that a balance of male and female was another factor. Commissioner Jackson stated that there were many ways to define diversity, and the Committee met the goal by considering the factors that were mentioned.

6. **Election Guide Timeline/Key Dates** Chair Anastasio reviewed the timeline for the Election Guide, which included the key dates for document approval, application release and deadline, application review, Election Guide approval and release, and slide approval for the Annual Business Meeting (ABM). She asked the members if they felt the timeline was adequate or if it needed to be adjusted. Commissioner Designee Dunham asked if a one-week timeframe was sufficient for the national office to complete the application review following the application deadline. ED Imai responded the week was sufficient to review documentation. Chair Anastasio asked ED Imai if the chart and checkboxes that the LNC created for the application guide were helpful. ED Imai concurred and recommended following the current timeline as listed. Commissioner Designee Dunham asked if the national office received any feedback from applicants regarding the application deadline and guide release. ED Imai responded that no feedback was received and that the only questions received from applicants were related to their submitted documents.

7. **Post-ABM Survey Results** – ED Imai reviewed the results from the Post-ABM Survey that were relevant to the Leadership Nomination and Election Process. She stated that there was no requirement for a person to be a standing committee chair prior to running for office, as mentioned in some of the comments. Regarding statements that the committee chairs were “handpicked by the leadership,” Anastasio said the Compact By-Laws specify that the Commission Chair appoints committee chairs, and the LNC did not have the capability to change that process. There was a comment on assessing commission member skills and assigning them to a committee based on that skillset however, the Committee felt the current process of surveying members and their ability to rank preferences was feasible and fair. ED Imai reported the Chair appoints members to their committee assignments based on the report and their preferences.

8. Commissioner Orzalli stated the LNC should look at the feeder pool because Commissioners did not seem interested in a leadership role. Chair Anastasio agreed that the Commission could encourage newer Commissioners to volunteer, making it clear that while it was preferable to have some working knowledge of the committees and structure of the commission, there was no requirement to be a committee chair before running for office. Commissioner Jackson stated the Committee was on the right track and that bringing more new people on board would help the Commission move in the right direction.

9. **Elections Process Debrief** – Chair Anastasio reviewed the Elections Process and asked the members what worked well, what did not work, and what could be revised for next year. The members agreed that not allowing nominations from the floor worked well, and the application and supportive documentation provided the opportunity for members to review a candidate’s background and qualifications. Commissioner Designee Dunham agreed the timeline worked well and key dates were adequate in meeting our needs. Commissioner Laura Cyr (ME) commented that the current process was quick, efficient, and allowed for time to be used wisely at the ABM.

10. Commissioner Orzalli stated the next team could focus on active recruitment and encouraging more Commissioners to volunteer for leadership. Commissioner Jackson suggested using mentors to guide new Commissioners into thinking about leadership roles from the start. Commissioner Cyr stated some boards incorporated a skills assessment checklist that members could use to determine if they would be a good fit for the positions they were interested in.

## ITEM 6 – OTHER BUSINESS AND ANNOUNCEMENTS

11. ED Imai thanked the members for their hard work and commitment over the past year and wished them well in the new year.

**ITEM 7 – ADJOURNMENT**

12. **Commissioner Designee Dunham motioned to adjourn the meeting, seconded by Commissioner Jackson. The motion carried.** The meeting was adjourned at 11:31 AM ET.