

Agenda: Board Meeting

Date: November 20, 2024

Board Member	Board Member	Guest(s)
Ryan Flynn, chair	Elliot Butay, vice chair	Kim Larson, Prog Admin
Dr. Jacki Buffington	Aron Gosling	
Kirstin Kopp	Kelsey Shirkey	
Dr. KyleeAnn Stevens		

1. Review and approve October 23 and November 6, 2024 Meeting Minutes

Kelsey Shirkey moved to approve minutes, Elliot Butay seconded, motion carried.

2. Board Chair Updates

A. The Chair raised the issue of the Board meeting schedule in 2025. There was no consensus on approach so the topic will be discussed at a future meeting.

3. Program Administrator Updates

A. Hiring Update

- Staff attorney starts after the Thanksgiving holiday
- An offer is in the works for the finance specialist. With the finance specialist on board and the office supervisor we will start the work of transitioning our financial tasks in-house and separate from the SCAO finance team.

B. List of Accomplishments

- The program administrator shared a list of accomplishments that the employees created over the last few days. The list is impressive when visualized all together. The team will work on documenting these accomplishments into a visually appealing report/presentation that can be shared with partners and others as desired.

4. Past Meeting Follow-up

A. Statutory Language Discussion

- See the notes on the draft language document.

B. Certification Advisory Committee Question Responses

- This topic is tabled for a future meeting due to time constraints.

5. New Business

6. Other Business

Decisions