

**Developmental Disabilities Council
Membership Committee
Minutes**

Date: July 18, 2019

Time: 2:30 PM to 4:00 PM

Location: SeaTac Conference Center

Members Present:

Ryan Troyer (Chair), Shamra Baez, TK Brasted, Julia Bell, Maggie Craughan, Thanh Kirkpatrick, Katie Mirkovich, Cami Nelson, Mike Raymond, Ronnie San Nicolas and Mark Westenhaver

Staff:

Linda West, Kathy Easton, Jeremy Norden-Paul

Call to Order and Introductions

Ryan called the meeting to order and asked everyone to introduce themselves.

Adjustments to the Agenda

There were none.

Approval of the April 2019 Minutes

Motion: To approve the April 2019 Membership Minutes as written. Maggie moved and Ronnie seconded. The motion carried.

There were adjustments made to the Federal Membership Guidance portion of the minutes.

The Committee clarified who moved and seconded the minutes of the December 2018 meeting.

There was discussion regarding the language in the ITACC Membership Information for DD Councils. The Committee was unclear if the conversation actually took place. They then remembered that in changing

the word “guidance to guidelines”, they did have the conversation at their April meeting.

Motion to Reconsider: To approve the April 2019 with this reconsideration. Maggie moved and Mike seconded. The motion to reconsider passed.

Membership Committee Roles & Requirements

Linda reviewed the role of the Membership Committee an

Attendance Policy

The Committee reviewed the policy. Corrections were noted to update the from a workgroup and committees structure to only a committees.

Discussion followed around when a Council member receives a stipend. The Committee wants to recognize everyone’s time for serving on a committee or task force if asked. However, they are unsure if that would include all meetings, a member may be asked to attend and whether or not the length of a meeting should determine the stipend amount.

The Committee decided that a sub-group of the Membership Committee take a further look at the policy and bring it back to the October meeting. The group will consist of Shamra, Julia, Ronnie, Mark and Linda.

Membership Handbook Review

The Committee began reviewing the handbook and making suggested changes. Linda will make the changes and bring the revised handbook to the October meeting.

Membership Recruitment Update

Linda reported that she has received some applications and only a few have turned in the supplemental application. She will be contacting those who have not yet turned in the supplemental asking them to do so.

Linda will also make a request to the Governor's Office to send over any applications that have come in since her last request.

2020 Council Meeting Locations

Linda is working to secure the locations and will have further details at the October meeting.

Report to Council

Ryan will report that the Committee discussed:

Membership Committee's role;
Attendance Policy;
Membership Handbook;
Recruitment update; and
2020 Council Meeting locations;

Agenda for October

Attendance Policy 406;
Clarification on Council Chair term limit;
Membership Handbook review; and
ITAC Membership Conversation

Motion: To adjourn the meeting. Maggie moved and Ronnie seconded. The motion carried.