

**Executive Committee Meeting**Thursday, October 17, 2019

**MINUTES**

3:00–4:30 PM Eastern • 2:00–3:30 PM Central • 1:00–2:30 PM Mountain • 12:00–1:30 PM Pacific

Members & Attendees

**NAME ROLE(S) NAME ROLE(S)**

✓ Jim Fleming\* President ✓ Alan McVey\* Region 6

 Erin Frisch\* Past President ✓ Carol Eaton\* Region 7

✓ Michele Cristello\* Vice President ✓ Chad Dexter\* Region 8

✓ Kate Cooper Richardson\* Secretary, Region 10, Website ✓ Heather Noble\* Region 9

✓ Liesa Stockdale\* Treasurer, Finance Eileen Stack Policy & Practice

 Robin Arnell\* Region 1, Systems & Data Sharing ✓ Carla West Systems & Data Sharing

 Terrence Joseph\* Region 2 ✓ Sharon Redmond Collaborative Analytics

✓ Benidia Rice\* Region 3 Karen Hebert Mentoring/Newbies

✓ Lyndsy Landry Irwin\* Region 4 ✓ David Kilgore Public Relations

✓ Jeff Aldridge\* Region 5 **\*Voting member**

Welcome

* President Jim Fleming called the meeting to order

Roll Call

* Attendance as noted
* Quorum present

Approval of Minutes

* Executive Committee August 15 – *approved without changes*
* Council September 8 – *approved without changes*
* Executive Committee September 19 – *approved without changes*

Treasurer’s Report – *accepted*

* Liesa reported not as much activity as prior months
* Some registrations still trickling in; will likely be completed in November
* Last big expense: Shepler’s ferry invoices
* Q from Jim: Have we billed OCSE?
	+ Happening today; OCSE will expedite
	+ A couple quasi-OCSE folks outstanding

President’s Report – *accepted*

* Jim reminding about surveys to complete
* Implementation questionnaire for Hague Convention – sending only to states with lots of international cases
* Knowledge Works! Is up and running – will request states to fill out profile
* WICSEC: Jim and other directors met with Commissioner Lekan for lunch
	+ Confirmed technical change rulemaking unfinished – watch for it, and see if comments were accepted
	+ OCSE “exploring and considering the impact” regarding incarcerated parents regulation – maybe rulemaking? If reason for incarceration is a crime against the child
	+ New OCSE Deputy Commissioner identified – in finalization process
* Monthly leadership call
	+ Lots of handy OCSE handouts, including names and contacts in regional offices
	+ Another is updated org chart
	+ Informal talking points on feasibility study
* No state systems symposium at NCSEA Policy Forum – considering use of webinars
* Audit process – follow up from closed door meeting
	+ OCSE focus: improving process and consistency
	+ Q: what about disagreement between states and OCSE? Won’t mark as error
	+ DCL 19-14 Submitting audit trails, uploading revised reports – concern expressed that you think you’ve done it, but didn’t get an error message
* North Dakota annual meeting prep
	+ Considering use of 2 locations

Committee Reports

* Public Relations – Jim Fleming/David Kilgore
	+ Has been re-formed with NCSEA and OCSE
	+ David Kilgore now will be NCCSD rep
	+ Action items: take a look and update charter, timelines
	+ Last year of original goal; may extend
	+ Media guide: hosted on NCSEA’s website – will link over to it on NCCSD site
* Finance – Liesa Stockdale
	+ Finally received last year’s review of organization; will send to committee for final approval
	+ Consider initiating new engagement for upcoming year?
	+ Firm now known as Markham (went through merger)
	+ Jim and Liesa may call and discuss performance
* Website – Kate Cooper Richardson
	+ Listserv – concerns expressed about distribution of proprietary materials
	+ Be mindful of sharing because of intersection with public records statutes
	+ Committee starting up again – fixing login issues and smoothing use
	+ Will be combining directors listing into a single publicly available list
* Collaborative Analytics – Sharon Redmond
	+ Bob Patrick – volunteered to be co-chair
	+ Very pleased to have co-leader
	+ No other report
* System Modernization & Data Sharing – Carla West
	+ Nine vendors participating
	+ One date confusion: tomorrow will be Cardinality, not Microsoft – Microsoft on 25th
	+ Got written responses from all except Microsoft and Accenture
	+ Reminded vendors not a sales pitch; more informational and explanatory
	+ They can show a demo if it applies
	+ Will be firm on time limitations
	+ All who are registered will get reminder email the day before and 1 hour before
	+ Cynthia Longest with OCSE has been great partner in this effort
	+ Lessons learned about email limitations on NCCSD listserv ☺
* Mentoring/Newbie – Kate Cooper Richardson for Karen Hebert
	+ Hand-off from Kate to Karen for Newbie calls complete
	+ Looking forward to building new relationships and opportunities

Unfinished Business

* Addressed during Finance Committee report

New Business

* Public Records request – Chad
	+ NPR request – related state foster care program and includes IV-D recovery
	+ Q from Chad: Other states receiving? Yes
	+ Some of the requested information is hard to retrieve or don’t track
* Renewed Support for Tribal IV-D Access to Offsets – Jim
	+ Lisa Kelly Skenandore had inquired whether NCCSD would revive or renew its prior support
	+ Reviewed existing resolution/letter in agenda packet
	+ Includes language – slightest revision
	+ *Motion to send slightly revised letter – Liesa moved, Chad seconded*
	+ Discussion
	+ Bylaws: This motion requires 2/3 majority of Executive Committee
	+ *Motion carried unanimously, including Robin in absentia (proper notice made)*
* Contracts to host 2020 annual NCCSD meeting – Jim
	+ Reviewed relevant attachments
	+ Entities: Theodore Roosevelt Foundation and Medora Community Center
	+ Jim believes that, despite the costs associated with travel from Bismarck to Medora, looking at our history the expectation to meet it is reasonable
	+ 50% down, refundable
	+ Catering company part of the package
	+ $925 community center + $500 to foundation
	+ *Motion to approve execution of above contracts and terms – Alan moved, Carol seconded*
	+ Can attain 160 number of people using facilities
	+ Proposal included 2 different hotels, so options available
	+ Rough Riders Hotel, Badlands Motel
	+ Elk Horn Quarters – not an advertised option
	+ *Motion carried unanimously*

Next Meeting – November 21, 2019, at 2:00 PM Central

* Note about committees
	+ Lump Sum Workgroup done, retiring
	+ Some new ones forming
	+ Michele a point-person for audit issues – not a committee at this point, just informal
	+ Separate Incentives Workgroup versus Policy and Practice Committee?

*Meeting adjourned at 3:10 PM Central*

*Minutes respectfully submitted by Kate Cooper Richardson, NCCSD Secretary*