

**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*