



Executive Board Meeting Minutes Tuesday, June 7, 2016 10am-12pm

Members Present: Tom Rembiesa, Charlotte Booth, Erin Larson, Karen Brady (for Rose Quinby), Jessie DiPardo, Linda Conchi	Members Absent: Brian Carroll, Joanne Stimson
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Agenda Item	Discussion	Decisions
1. Call to order		The meeting was called to order at 10:15 a.m.
2. Review of minutes of the May meeting		There was a motion to approve the minutes as written. The motion carried.
3. Financial Report	<p>The current bank balance is approximately \$15,000. All SafeCare payments have been completed.</p> <p>Jessie talked with Jack Dyer about looking at our annual calendar for accuracy on important tax/reporting dates and making recommendations on monthly organization.</p>	There was a motion to allocate up to \$600 to pay Jack Dyer for recommendations and tax assistance. The motion carried.
4. Expansion of Network Administration / WACF position	<p>After a presentation at the last FPSS Division meeting by some members in Spokane, the FPSS Division asked if WACF wanted to take a position on the expansion of Network Administration. It was suggested that maybe it should be more of a request than a position. It could be a request for a cost benefit analysis before expanding so that we could make sure not to duplicate errors. The analysis would hopefully show what's working well and what's not working well, and what the hidden unintended consequences were and how to avert those.</p>	Charlotte will write a draft position/request.
5. Debrief WACF / CA Meeting	<p>The quarterly meeting with CA went very well. Both WACF and CA appreciate the collaboration.</p> <p>It was agreed that we would keep future meetings smaller with a more focused agenda:</p>	

Agenda Item	Discussion	Decisions
	<ul style="list-style-type: none"> • CPA – Licensing • BRS – Placement Stability Proviso • FPSS – Restructuring the contracting process (different business model) <p>CA will gather a work group for the Placement Stability Proviso and WACF will be included.</p>	
6. Confirm Sept. dates for the next WACF / CA Meeting		Tom will see if September 13, 14 or 15, works for CA for the next WACF/CA quarterly meeting. The next meeting will likely be in Tacoma.
7. 2017 Nominations Procedure	<p>Suggestions were taken for a future Nominations Procedure. Some suggestions were:</p> <ol style="list-style-type: none"> 1. Post job descriptions of the positions up for election to the website 2. The Nominating Committee will still contact nominees to verify their interest 3. Candidates will provide a short bio (1 paragraph including their involvement with WACF) 4. Criteria for active involvement in the association could be 1 yr. 5. Vote could be done electronically with a ballot being e-mailed to members 6. Nominating Committee Chair could be an Executive Board Member not running for election and the chair would ask for additional members 7. No self-nominations but interested people could talk to the Nominating Committee to indicate their interest in running 8. The Divisions would elect their chair and following that election would elect a vice chair 	Tom will write a draft procedure.
8. Activities Coordination	There was no activity coordination to report this month.	
9. Association meeting agenda items	<ul style="list-style-type: none"> • Financial report (Erin will give in place of Jessie) • Update on CA meeting • Division reports • Vote on Bylaws revisions • Elections • Ad hoc training committee 	
10. Adjournment		The meeting was adjourned at 12:00