

**Membership & Training Committee**  
**(Microsoft Teams Meeting)**  
**January 15, 2021**  
**10:00 am – 12:00 pm**  
**Meeting Summary/Minutes**

<b>Membership &amp; Training Committee Members Present:</b>	
Loyal Brooks	Jessie Saavedra
Calvin Hillary Hylton	Tyrie Stanley (co-chair)
Stephen Jensen	Bill Tiedemann
James McMurray (co-chair)	
<b>Membership &amp; Training Committee Members Absent:</b>	
<b>Hennepin County (Part A) Representative:</b>	<b>DHS (Part B) Representative:</b>
Anika Kaleewoun	Amy Miller
<b>MDH (Prevention) Representative:</b>	<b>MCHACP Staff:</b>
None	Carissa Weisdorf, Council Coordinator
	Richard Puella, Administrative Specialist (minutes)

**Quorum? YES**

**I. Welcome and introductions:** James McMurray called the meeting to order at 10:00 a.m., and introductions were made.

**II. Review, approval of December 18 meeting minutes and proposed agenda:** After review, Stephen Jensen added two items under new business of the agenda (1) review of the proposed bylaws amendments, (2) review of interview questions. Amy Miller asked that the committee revisit the discussion regarding applicant A.R. The committee agreed to add this discussion under section IV. discuss interviews of the agenda. With that, the agenda was approved. Stephen Jensen noted that “co-chair” needs to be placed on James McMurray’s name in the attendance section on the past meeting minutes. With that, the past minutes were unanimously approved.

**III. Council co-chair election in February:** Carissa Weisdorf noted that at the last council meeting she informed members that there will be an election for council co-chair at the February meeting. She asked those who are interested in running to let council staff or anyone on the Membership & Training Committee (M&T) know, so this committee can review this list for eligibility. Those who indicated interest are Cree Gordon and Larry McPherson.

- **MOTION:** Stephen Jensen moved to forward the following people for consideration in the election of co-chair, Cree Gordon, and Larry McPherson. The motion was seconded by Loyal Brooks and no debate or discussion followed. **VOTE:** With 8 (Yes), 0 (Nay), the motion carries and will be forwarded to the Executive Committee.

**IV. Discuss interviews:** Richard Puella mentioned that applicant A.S. was not able to make his interview and asked to reschedule. The applicant indicated that he was available for an interview on Monday (1/18/2021) which is a holiday. Carissa noted that A.S. fills a vacancy which there are no other applications for representation and reflectiveness mandates. Calvin Hylton asked if the committee can have a special meeting to prioritize this interview. Carissa indicated that yes, this committee has convened outside of its scheduled meeting time.

- **MOTION:** Loyal Brooks moved to reschedule an interview with A.S and convene a special M&T meeting to discuss the interview between January 19-29, 2021. The motioned was seconded by Calvin Hylton. No debate or discussion followed. **VOTE:** with 8 (yes), 0 (Nay), the motion carries.

Stephen Jensen, Amy Miller, and Richard Puella will conduct the interview since they were the original interview team and already have the applicant's documentation.

Stephen Jensen Amy Miller and Richard Puella discussed the next applicant's interview: S.P.

- Applicant is from Greater Minnesota and indicated that once meetings return to in-person, S.P. would prefer to come down to attend the meetings rather than attend by phone.
- She works closely with I.V. drug users and operates a mobile needle exchange program in Northern Minnesota and can bring a unique perspective to the council.
- S.P mentioned that the time commitment is not an issue and has the time necessary to meet the attendance requirement.
- The applicant expressed excitement to represent Northern Minnesota and wants to be an advocate for that area and help address the disparities that exist in Greater Minnesota.

The interviewers agreed to recommend S.P for membership.

Amy Miller discussed A.R, and applicant who was interviewed at the December M&T meeting, who was not recommended for membership. Amy pointed out that for all the months she has served on this committee, M&T has never not recommended an applicant that has the necessary qualifications.

- **MOTION:** Stephen Jensen moved to reconsider A.S. application, which was denied at the December meeting, and be recommended for membership. The motion was seconded by Loyal Brooks, and no further discussion followed. **VOTE:** With 8 (yes), 0 (nay), the motion carries.

**V. Membership nominations for February election:** Carissa Weisdorf noted that the committee needs to select applicants who have been interviewed and recommended to go forward to the council to vote on in February. The committee can use the reflectiveness grid to make recommendations. The committee determined 7 spots need to be held open because there are no applicants who fill them.

- Medicaid representative
- Greater Minnesota (2)
- Unaligned black/African American/African born consumer
- Someone who is Asian or Pacific Islander
- Member of federally recognized Native American tribe
- Unaligned consumer who is trans or non-binary
- Four applicants help fill vacancies
- One vacancy (social service provider) can be filled by four applicants
- One vacancy (unaligned male consumer) can be filled by two applicants
- Leaves 1-3 spots to be filled with anyone who helps meet reflectiveness

Carissa mentioned that Asneth Omare will be starting a new position with the Department of Human Services (DHS) and will be stepping off the council at the end of January. She filled a social service provider spot and an applicant who can fill that spot needs to be selected as well. After review of the reflectiveness, Tyrie Stanley suggested holding the "unaligned trans/non-binary spot open until an application comes in that can fill it.

- **MOTION:** Stephen Jensen moved to hold one additional spot open for the Unaligned Trans/Non-binary gender vacancy. The motion was seconded by Tyrie Stanley. No debate or discussion followed. **VOTE:** With 8 (yes), 0(nay), the motion carries, and that spot will be held open.
- **MOTION:** Stephen Jensen moved to place Sue, Lesa, Tyrie and Amy on a slate of applicants for council membership. The motion was seconded by Calvin Hylton. No discussion or debate followed. **VOTE:** With 8 (yes), 0 (nay), the motion carries.
- **MOTION:** Stephen Jensen moved to add Paul to the slate of applicants for council membership. The motion was seconded by Jessie Saavedra. No discussion nor debate followed. **VOTE:** With 8 (yes), 0 (nay), the motion carries.
- **MOTION:** Stephen Jensen moved to add Johan to the slate of applicants for council membership. The motion was seconded by Loyal Brooks. No discussion or debate followed. **VOTE:** With 8 (yes), 0 (nay), the motion carries.
- **MOTION:** Stephen moved to add Nyonbeor to the slate of applicants for council membership. The motion was seconded by Tyrie Stanley. No discussion or debate followed. **VOTE:** With 8 (yes), 0 (nay), the motion carries.

**VI. Review attendance:** Richard Puella discussed attendance with the committee and pointed out that Teresa Jones has missed 2 council meetings in a row (December and January). James McMurray agreed to reach out to Teresa and check in with her. Richard will provide contact information to James. Carissa noted that Jeremy Stadelman has been on leave and will return for the February meeting.

**VII. Committee co-chair succession planning:** Carissa Weisdorf noted that there will be an election for the M&T co-chair position in March 2021. Both council members and community members are eligible for the co-chair position. Both James McMurray and Tyrie Stanley are eligible to run for the next fiscal year. Tyrie Stanley and Stephen Jensen indicated they would be interested to run for co-chair of this committee.

**VIII. Unfinished business/New business:** Two items were added to the new business section.

- Question about proposed bylaws amendments
  - Stephen asked about one of the changes to the bylaws regarding “removal for non-attendance.” He asked if this is a change to the attendance policy. Carissa replied there is no change to the policy, but the bylaws are being amended to comply with the attendance policy.
  - Stephen questioned why bylaw 4.2 (committee membership) was being changed. Carissa again noted that this was a discrepancy with what the bylaws state and reflects actual policy.
- Review of interview questions.
  - **MOTION:** Tyrie Stanley moved to table the interview questions discussion to the February meeting. The motion was seconded by Stephen Jensen. No debate or discussion followed. With no objection the motion passed.

**IX. Agenda for the next meeting:** The committee agreed to add the following to next month’s agenda.

- Committee assignments
- Mentor program evaluation
- Interview questions

**X. Announcements:** No announcements were made.

**XI: Adjourn:** the meeting adjourned at 12:10 pm.

**Meeting Summary**

- Discussed interviews for council membership.
- Reviewed the list of council members interested in serving as council co-chair and forwarded the names to the council.
- Reviewed council vacancies and selected eight applicants to nominate for council membership.
- Nominated four current council members eligible for a second term on the council.
- Held council membership spots open for: two people who live in Greater Minnesota, one unaligned consumer who is Black or African American, one unaligned consumer who is trans, one person who is Asian or Pacific Islander, and one State Medicaid representative.
- Discussed committee co-chair succession planning.

**Documents Distributed for the Meeting:**

- 2020.01.15 M&T Agenda
- 2020.12.18 M&T Minutes
- Council Co-Chair Position Description
- Membership and Training Committee Co-Chair Position Description
- FY 2020 M&T Workplan

**Documents Displayed at the Meeting:**

- Pending applications grid
- Membership reflectiveness grid
- Attendance tracking spreadsheet

**RP/cw**