

Membership and Training Committee Meeting
Friday, May 19, 2023
11 a.m. – 12 p.m.
Virtual Meeting

Committee Members Present:	
Terri Wilder	Quay Catalpa
Stephen Jensen (co-chair)	Shea Grutemaro
Tyrie Stanley	
Committee Members Absent:	
Loyal Brooks	Zoe Neba Caboret
Guests:	
Scott Bilodeau, Hennepin County	
Hennepin County (Part A) Representative:	
None	DHS (Part B) Representative:
	Shea Grutemaro (DHS)
MDH (Prevention) Representative:	
Quay Catalpa (MDH)	MCHACP Staff:
	Audra Gaikowski (council coordinator)
	Jeremy Stadelman (minutes)

Quorum present? **Yes**

I. Welcome and introductions

- Stephen Jensen called the meeting to order at 11:01 am.
- Introductions were made.

II. Review and approval of April 21 meeting minutes

- The April 21 minutes were approved.
- The proposed agenda was reviewed and there were no changes.

III. Review attendance

- Audra displayed the ***FY22 MCHACP Attendance Tracking and Council Standing*** spreadsheet.
 - Nikki L. has missed 2 consecutive council meetings. She cannot miss the June Council meeting.
 - Tyrie agreed to call Nikki to inform her of her attendance.
 - Audra will send Nikki a letter.
 - Doug P. has missed 5 council and 1 committee in the last 12 months. Doug cannot miss the June Council meeting. As of July 1, Doug cannot miss any more meetings.
 - Tyrie will contact Doug.
 - Audra will send Doug a letter.

- Megan H. missed the February DEC meeting, but she had to step-down in January from the committee because there cannot be two people from the same agency on a committee. She did not attend PAC in April, so she technically has missed two meetings in a row. This was due to a miscommunication, however.
 - Audra will contact Pat Reymann, the Parliamentarian, to ask about the best practices around this. Audra will inform the committee at the next Membership and Training about what Pat recommends.
- Stephen asked if the Community Voices Committee (CVC) can be used by James McMurray to stay on the council since he resigned from Membership and Training.
 - Audra indicated that CVC is only tracked for those who are present, not absent. James will have to reapply if he wants to be a council member again. He can be community member, however.

IV. Discuss interviews

- Annjoanette did not attend her interview.
- Deon was interviewed and Stephen, Terri, and Jeremy highly recommend him.
- Audra indicated that there was a new application submitted.
 - Talaya B has applied to be on the council and the committee has agreed to interview her in June.
- Audra noted that there is just one spot that can be filled by the recent applicants.
 - Tyrie and Shea are scheduled to conduct interviews next month. Shea and Zoe are scheduled for July interviews.
 - Tyrie noted that he does not want to interview Talaya because he knows her personally.
 - a. Stephen agreed to interview instead.
 - The committee agreed to interview Talaya in June and will wait to make membership decisions until then.
- Quay suggested that demographic categories should not necessarily be the focus when making membership decisions.

V. Unfinished business/New business

- Stephen reminded members that the committee still needs another co-chair.

VI. Set agenda for next meeting

- Review attendance
- Discuss interviews
- Discuss Practices and Procedures Action Item
- Co-chair election

VII. Announcements

- None.

VIII. Adjourn

- Stephen Jensen adjourned the meeting at 11:51am.

Meeting summary:

- The committee reviewed attendance and assigned members to reach out to those who are at risk of being in violation of attendance policies.
- The committee discussed recent interviews and Deon was highly recommended for membership by his interviewers.
- The committee reviewed new applications and agreed to interview Talaya in June.

Documents distributed before meeting:

- 2023.04.21 M&T minutes
- 2023.05.19 M&T agenda
- FY2023 M&T workplan

Documents distributed during the meeting:

- FY22 MCHACP Attendance Tracking and Council Standing

JS/ag