

Membership and Training Committee Meeting
Friday, July 21, 2023
10 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	
Hennepin County (Part A) Representative:	DHS (Part B) Representative:
Eriika Etshokin	Shea Grutemaro (DHS)
MDH (Prevention) Representative:	MCHACP Staff:
Quay Catalpa (MDH)	Audra Gaikowski (council coordinator)
	Jeremy Stadelman (minutes)

Quorum present? **Yes**

I. Welcome and introductions

- Stephen Jensen called the meeting to order at 10:02 am.
- Introductions were made.

II. Review and approval of June 16 meeting minutes and June agenda

- The June 16 minutes were approved.
- The proposed agenda was reviewed and approved with one change noted below.
 - Mary left fliers at Camp Benedict, not Terri.

III. Review attendance

- Audra displayed the ***FY22 MCHACP Attendance Tracking and Council Standing*** spreadsheet.
 - Nikki has missed 3 council and 2 committee meetings; she cannot miss more than one more meeting through April 2024.
 - Shea agreed to call Nikki.
 - Zoe has missed 3 council meetings in a row. According to the attendance policy, a member is removed after 3 meetings.
 - **MOTION:** Tyrie Stanley moved that Zoe Neba Caboret be removed as a member of the council due to attendance. Shea Grutemaro seconded.
 - **DEBATE:** None.
 - **VOTE:** With 3 ayes and 0 noes, the motion carries.

- Tesha has resigned from the council, but she is interested in joining in the future.
- Loyal has missed two committee meetings in a row. He will lose voting rights if he misses 3 meetings in a row. He will have to reestablish his community membership by attending 3 out of 4 meetings in a row.

IV. **Membership nominations and committee assignments**

- Audra shared the application of a new applicant. Carol would fulfill the state Medicaid position on the council.
 - Carol would not need to be interviewed because she fills a federally required spot.
 - **MOTION:** Shea Grutemaro moved that Carol Labine be nominated for council membership. Tyrie Stanley seconded.
 - **DEBATE:** none
 - **VOTE:** With 4 ayes and 0 noes, the motion carries.
- Current vacancies:
 - Unaligned consumer, woman
 - State Medicaid Agency
 - Greater MN representative
 - Non-elected community leader
 - Representative of individuals who were formerly federal, state, or local prisoners
- Audra shared ***draft FY23 MCHACP membership reflectiveness grid.***
- Deon can now be considered for membership.
 - **MOTION:** Shea Grutemaro moved that Deon Kirby be nominated for council membership. Terri Wilder seconded.
 - **DEBATE:** none
 - **VOTE:** With 4 ayes and 0 noes, the motion carries.
- Committee assignments:
 - Deon's preferences are:
 - DEC and PAC
 - a. Tyrie suggested that Deon be placed in MT because of low membership of the committee.
 - b. Audra noted that Deon cannot join DEC because there is someone else from his org already on the committee.
 - c. **MOTION:** Tyrie Stanley moved that Deon Kirby be assigned to the Membership and Training Committee and that Carol Labine be assigned to the Needs Assessment & Evaluation Committee. Shea Grutemaro seconded.
 - d. **DEBATE:** none
 - e. **VOTE:** With 4 ayes and 0 noes, the motion carries.

V. Co-chair election

- It was clarified that Shea can serve as a co-chair because they are a voting member of the council.
 - **MOTION:** Shea Grutemaro moved that they serve as co-chair of the Membership and Training Committee. Terri Wilder seconded.
 - **DEBATE:** none
 - **VOTE:** with 3 ayes and 0 noes, the motion carries.

VI. Unfinished business/New business

- Audra provided an update on the Racial equity training:
 - Part A has approved the budget to contract with Health Justice to provide a training in January. The January meeting would need to be extended to accommodate the two-hour training at the council meeting. Would the committee like to extend the January meeting to accommodate the training?
 - **MOTION:** Tyrie Stanley moved that the January 2024 council meeting be extended one hour to accommodate the racial equity training. Terri Wilder seconded.
 - **DEBATE:** none.
 - **VOTE:** with 4 ayes and 0 noes, the motion carries.
 - Audra shared the scope of the training from Health Justice.
- Tyrie noted that one of the co-chairs of PAC has resigned. The member would like the M&T committee to look into the bylaws regarding non-council members co-chairs also serving on the Executive Committee.
- Audra noted that the council's Part A Project Officer would like the council to look into recruiting more young people, ages 18-25.
 - Members agreed that this should be a future area of discussion for the committee.
 - A council co-chair has reached out to Youth and AIDS Project's Executive Director to ask if they could help the council recruit more young individuals.

VII. Set agenda for September meeting

- Discuss interviews
- Vacancies and recruitment
- Review results of council and committee operations
- Recommended trainings, if any
- Discuss outreach
- Review exit interviews and discuss retention
- Recruiting young people (18-25)

- Lutheran Social Services is a group outside of the Twin Cities that works with young people.
- RAAN might be another org to contact.

VIII. Announcements

- None.

IX. Adjourn

- Stephen Jensen adjourned the meeting at 11:07am.

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, vacancies, and recruitment.
- The committee approved a motion that Zoe Neba Caboret be removed as a member of the council due to attendance.
- The committee approved a motion that Deon Kirby and Carol Labine be nominated for council membership.
- The committee approved a motion that Deon Kirby be assigned to the Membership and Training Committee and that Carol Labine be assigned to the Needs Assessment & Evaluation Committee.
- The committee approved a motion that Shea Grutemaro serve as co-chair of the Membership and Training Committee.
- The committee approved a motion that the January 2024 council meeting be extended one hour to accommodate the racial equity training.

Documents distributed before meeting:

- 2023.06.16 M&T minutes
- 2023.07.21 M&T agenda
- FY2023 M&T workplan

Documents distributed during the meeting:

- FY22 MCHACP Attendance Tracking and Council Standing
- Draft FY23 MCHACP membership reflectiveness grid

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