



Council Executive Committee

Location: Conference Call
Date: Tuesday, August 13, 2019
Time: 11 a.m. CDT/12 p.m. EDT

Present: Tecia Puckett-Pryor, Ryan Durham

Absent: Lisa Johnson

Staff: Wanda Willis, Lynette Porter, Ashley Edwards

1) **Call to Order**

Two of the three seated positions were present. Two positions are currently vacant. After ascertaining there was a quorum, Tecia Puckett Pryor, Chair, called the meeting to order at 11:05 a.m.

2) **Consent Agenda: Approve today's Executive Committee Agenda and July 9, 2019 Executive Committee Minutes**

No discussion.

Ryan Durham moved for approval; Tecia seconded. Approved.

3) **Staff Update**

Wanda Willis shared that Ned Andrew Solomon submitted his intent to retire December 31, 2019 or sooner (with 30 days' notice). Wanda and Ned Andrew have created a structured plan for ensuring the transition in leadership for the programs Ned currently manages is seamless and maintains the integrity of programs. With Ned Andrew's help, the staff will create a job description to be publically posted to begin the process of filling this role at the Council.

4) **Leadership Institute Planning**

Wanda shared that it had been our vision to bring in the multiple leadership programs we have across the staff (LAEDS, Scholarship Fund, Partners in Policymaking, and statewide trainings) to one centralized staff member. This is directly connected to the State Plan goal #1.

5) **Council Member Policy Updates**

Lynette Porter emailed updates to the Council Member Policies that were last approved in 2003. The changes to the policies are editorial and not substantive. Lisa Johnson (in absentia) did not have any suggested edits. The staff is recommending the following updates to the policies:

- Conflict of Interest (required by the Comptroller)



- Code of Conduct (formerly the Ethics Policy, required by the Comptroller)
- Public Communications Policy (formerly Social Media, Public Policy, and Communications) to address all public audiences.

Ryan made a motion to approve the updated versions of the Council member policies as recommended by staff. Tecia seconded. No discussion. Motion passed.

6) **Executive Committee Status**

Tecia Puckett Pryor has talked to several Council members about chairing Council committees. She plans to recommend to the Council at the September meeting to recommend to Governor Lee that he consider Ryan Durham for the Governor's appointment of Council Vice Chair. Tatum Fowler accepted the Chair's appointment as Communications Committee chair. Lesley Guilaran is considering appointment as Public Policy chair and will let Tecia know her decision soon.

7) **Audit Committee Status**

Tecia will be contacting members that she would like to present to the Council for appointment to the Audit Committee. She will update the Executive Committee via email once she knows more. Ashley will share the contact information with Tecia.

8) **September Council Meeting Agenda Review**

Ashley Edwards shared a quick overview of the drafted agenda items for the September Council meeting and the New Member Orientation.

6) **Motion to Adjourn**

At 12:06 p.m. Ryan moved for adjournment. Tecia seconded. Approved.

Next meeting: Thursday, September 12, 2019 at 4 p.m. CDT/5 p.m. EDT

Next call: Tuesday, October 8, 2019 at 11 a.m. CDT/12 p.m. CDT

Prepared by: Ashley Edwards, Executive Assistant

Approved by: Wanda Willis, Executive Director