



## Council Executive Committee

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Location: Conference Call  
Date: Tuesday, October 8, 2019  
Time: 3:30 p.m. CDT/4:30 p.m. EDT

**Present:** Tecia Puckett-Pryor, Ryan Durham, Tatum Fowler,

**Absent:** Lisa Johnson, Lesley Guilaran

**Staff:** Wanda Willis, Lynette Porter, Ashley Edwards

1) **Call to Order**

After ascertaining there was a quorum, Tecia Puckett Pryor, Chair, called the meeting to order at 3:32 p.m.

2) **Consent Agenda: Approve today's Executive Committee Agenda and September 12, 2019 Executive Committee Minutes**

No discussion.

*Ryan Durham moved for approval; Tatum Fowler seconded. Approved.*

3) **Director of Leadership Development Update**

Wanda Willis, Executive Director, shared an update on the hiring process of the Director of Leadership Development position. Staff at the Council met with the Department of Human Resources (DOHR) last week to finalize the job description and plans for posting the position. DOHR will lead this process on behalf of the Council, posting tomorrow, October 9, on their social media outlets and LinkedIn accounts. DOHR will also collect resumes and applications and will present to the Council staff the top candidates who applied for the position. The position will stay "live" for four weeks, and at that time DOHR will help Council staff determine when to begin interviews. Ashley will email the Council members with the link once the posting is published.

4) **Budget Update**

Lynette Porter, Deputy Director for the Council, reported that the President has signed a continuing resolution. Once the award letter is received, this will allow us to access 8 weeks of FY20 funding for operations based on our FY19 funding level, but prevents us from starting new projects until a budget is finalized.

5) **November Retreat Overview**

Ashley Edwards, Assistant to the Executive Director, shared the draft November Retreat



agenda with the Executive Committee. At the November meeting, Council members will review progress on the State Plan Goals, engage in learning opportunities related to Goal 3 (Communication), and brainstorm ways to bring this information into their communities. The Council will also celebrate Ned Andrew Solomon's retirement in November.

6) **Visitors Packet**

Lynette reviewed the letter shared with the committee via email last week. She shared information about the packet developed that includes information about the Council and a broad overview of Council meetings. The intent of this packet is to intentionally welcome public visitors to the Council meetings and allow space for Council members to conduct business. Lynette shared that staff guidance for visitors has been developed, which includes etiquette and expectations of visitors in the full council meeting and the committee meetings.

7) **Motion to Adjourn**

***At 3:55 p.m. Ryan left the meeting, which meant there was no longer a quorum. At this time, the meeting was adjourned.***

**Next meeting:** Wednesday, November 13, 2019 at 3:30 p.m. CDT/4:30 p.m. EDT.

**Next call:** Tuesday, December 10, 2019 at 3:30 p.m. CDT/4:30 p.m. EDT

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Prepared by: Ashley Edwards, Executive Assistant

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Approved by: Wanda Willis, Executive Director