PROCEDURAL SUBCOMMITTEE MINUTES

Wednesday, September 25, 2019

8-8:45 a.m.

Conference Call: (888)557-8511, Access code 5579138 *(listen only)*

Subcommittee Members Present: Subcommittee Chair Laura Scruggs, Michele Oakes, Zoe Larmer (Colt Gill surrogate), Veronica Dujon (Ben Cannon surrogate)

Subcommittee Members Not Present: Anthony Rosilez

Administrative Agent Staff: Cheryl Myers, EAC Operations & Engagement Director

1.0 Preliminary Business

1.1 Welcome, Remarks, Introductions, Agenda Review/Outcomes
Subcommittee Chair Laura Scruggs opened the meeting and outlined proposed meeting considerations to determine preliminary steps for new EAC Director Onboarding.

1.2 Roll Call – Cheryl Myers confirmed a quorum was present.

2.0 Public comment

No public comment submissions.

3.0 Onboarding New EAC Directors - Discussion

3.1 Onboarding list - draft
Advance materials were sent to the subcommittee; Subcommittee Chair Scruggs led the group in a discussion of the draft list; the group concurred the draft list was sufficient.

3.2 Onboarding Slides - draft
Minor adjustments to the slide order were made. Additional discussion included potential Board Book acquisition, which the Subcommittee was supportive of and reference to discussion at the Council meeting in which the Intergovernmental Agreement proposed revisions include reducing this subcommittee composition to (2) Standing Directors and (2) Rotating Directors; the subcommittee also was supportive of this proposal.

4.0 Next Steps

Cheryl will send an updated slide deck and the additional Onboarding materials for subcommittee review. A phone meeting will then be scheduled to finalize recommendations to the Council.

Calendar, meeting mode

A draft of the ODE travel reimbursement document was provided for Subcommittee review.

5.0 Adjourned at 8:40 a.m.