

# N.E.G. Committee Meeting

|  |  |  |                    |
|--|--|--|--------------------|
| <b>Meeting Minutes</b>                       | <b>Nominations, Elections, &amp; Governance</b>  | <b>Meeting Notes : Dates</b>   | <b>07-11-2017</b>  |
| <b>Facilitator</b>                           | Mark Philippy, Chair   | <b>Time</b>  | 14:00 hrs.         |
| <b>Location</b>                              | Zoom Meeting   | <b>Scribe</b>  |                    |
| <b>Attendees</b>                             | M. Philippy, B. Sensenbach, W. Arnold, T. Bonfiglio, T. Frost  |  |                    |
|  | Absent/Excused: J. Cushman, R. Allen   |  |                    |
| <b>Key Points Discussed and Action Items</b> |  |  |                    |
|  |  |  |                    |
| <b>No.</b>                                   | <b>Topic</b>   | <b>Action Item(s) / Discussion</b>   | <b>Target Date</b> |
| <b>1</b>                                     | <ul style="list-style-type: none"> <li>• <b>Membership</b> <ul style="list-style-type: none"> <li>○ Three seats have been identified as open seats on Council:                             <ul style="list-style-type: none"> <li>▪ Healthcare Provider – seat vacated by George Glessner due to change in employment.</li> <li>▪ Community Member – seat vacated by Tim Frost due to change in employment.</li> <li>▪ Livingston County CON Holder – seat vacated by Rommel Kirchoff due to change in employment</li> </ul> </li> </ul> </li> </ul> | <p><b>Ben Sensenbach to publish open seats on MLREMS.org web site.</b></p> <p><b>Open for candidate letters effective immediately.</b></p> |                    |

# N.E.G. Committee Meeting

|   |   |   |                        |
|---|---|---|------------------------|
| 2 | <ul style="list-style-type: none"> <li>• <b>Council Member Participation in Committees</b> <ul style="list-style-type: none"> <li>○ Wording to be added to Article II, Section 5 was discussed again, draft language to be sent out by NEG Chair.</li> <li>○ Suggest following same rules for failing to attend 1/3 of committee meetings – removal from committee.</li> <li>○ Chairs of various committees must set meeting frequency publicly, establish attendance and rosters communicated to Secretary of Council.</li> <li>○ Need to establish which committees currently seated have statutory requirements for Council membership, quorum, and voting (thus making attendance and membership rules critical).</li> <li>○ <b>Due to other proposed changes in the By-Laws, as well as discussion relative this topic, matter tabled for formal review of By-Laws by NEG with an eye toward complete revision to version 22 due this fall.</b></li> </ul> </li> </ul> | <p><b>NEG Members to review current (v21) By-Laws and pick an area they wish to review. Review sections to be assigned at August NEG Meeting, revisions due by September NEG meeting.</b></p> | <p><b>August 8</b></p> |
|---|---|---|------------------------|

# N.E.G. Committee Meeting

|   |  |  |  |
|---|--|--|--|
| 3 | <ul style="list-style-type: none"> <li>• <b>Effect of Agency Mergers on Membership, and Diversity of Membership</b> <ul style="list-style-type: none"> <li>○ Review of By-Laws will include rationalization of seating and change in seat titles to reflect this matter.</li> <li>○ T. Frost suggests we form a Membership Committee under the auspices of the Council (and perhaps make it a Standing Committee under revised By-Laws). Secretary of the Council would be Chair, and the Committee would address matters such as:           <ul style="list-style-type: none"> <li>▪ Attendance (Council and Committees)</li> <li>▪ Roster Maintenance</li> <li>▪ Filling of open seats</li> <li>▪ Drafting participation in committee and attendance policy.</li> <li>▪ Creating and implementing member induction and orientation process.</li> </ul> </li> <li>○ What are other REMSCo's doing throughout the state with regard to membership make-up and policies?</li> </ul> </li> </ul> | <p><b>Further discussion with Council at July meeting, with motion to create Membership Committee.</b></p> <p><b>Ben Sensenbach and Mark Philippy to address at September State Council Mtg.</b></p> |  |
| 4 | <ul style="list-style-type: none"> <li>• <b>Mutual Aid Plan Approval Process</b> <ul style="list-style-type: none"> <li>○ Considerable discussion regarding the intent of a policy and how consideration should be given to CON holders.</li> <li>○ Limitations on ECD procedure and geography, particularly station locations and CON holder staging ("posting") locations.</li> <li>○ Need to meet with stakeholders from CON holders, possibly at a face-to-face System Ops meeting.</li> <li>○ Tabled for NEG members to further review Tim Czapranski's draft document.</li> </ul> </li> </ul>  | <p><b>NEG Members to review Czapranski draft for discussion at August meeting.</b></p>   |  |

# N.E.G. Committee Meeting

|          |  |  |  |
|----------|--|--|--|
| <b>5</b> | <ul style="list-style-type: none"> <li>• <b>Officer Title Change</b> <ul style="list-style-type: none"> <li>○ Discussion regarding the change of title for Vice Chair of Council to "Chair Elect."                             <ul style="list-style-type: none"> <li>▪ Regardless of title change, responsibilities and intent of the position should be made clear and formalized in By-Laws change.</li> <li>▪ Vice Chair should be the succession path for Chair of Council, and should be groomed for assuming that role.</li> <li>▪ Need to be careful to provide a "way out" if Council should at some point deem the Vice Chair no longer desirable for the Chair seat.</li> </ul> </li> </ul> </li> </ul> | <b>Discussion at July Council meeting.</b> |  |
| <b>6</b> | <b>Next Meeting: August 8<sup>th</sup>, 2017, 2 p.m. via Zoom unless otherwise agreed upon by the Committee members.</b>   |  |  |