



Council Executive Committee

Location: Conference Call - Zoom
Date: Tuesday, December 7, 2021
Time: 11:00 am CST / 12:00 pm EST

Present: Tecia Puckett Pryor, Ryan Durham, Lisa Johnson, Lesley Guilaran

Absent: Tatum Fowler

Staff: Wanda Willis, Lauren Percy, Lynette Porter, Ashley Edwards

1) **Call to Order**

After ascertaining there was a quorum, Tecia Puckett Pryor, Chair, called the meeting to order at **11:03 a.m. CST / 12:03 p.m. EST**

2) **Consent Agenda: Approve today's Executive Committee Agenda and November 2021 Executive Committee Minutes**

There were no edits to the November 2021 minutes.

Ryan Durham moved for approval of updated agenda; Lesley Guilaran seconded. Approved.

3) **Leadership Transition Plan**

Lauren Percy shared an update on preparations to move into the Executive Director position in January 2022. Lauren and Wanda are working together to track this process and ensure a smooth transition. The Executive Committee reviewed a spreadsheet of key tasks and timelines in the following areas: performance management, filling the public policy director position, filling Council member vacancies, scheduling meetings with key stakeholders, and staff activities.

Lesley Guilaran, Public Policy Chair, asked for information about the work from home requirements for the Council staff. Staff explained, for context, that the State government conducted a survey of all state employees which found that both productivity and employee satisfaction increased while employees worked remotely during the pandemic. As a result, state agencies have been invited to propose plans to continue work from home. In response, the Council staff proposed and received approval to allow staff flexibility in working both from home and going into the office as needed. This is a topic we will continually reevaluate in the future.

4) **Budget Update**

Lynette Porter, Deputy Director, provided an overview on the status of the FY22 award. Currently, congress has approved a continuing resolution as it discusses the FY22 budget. Staff will update council members as we learn more.



Lynette also shared that the Council has spent the entire FY19 award, meaning we used every penny of our funding and did not return any to the federal government. This is a testament to the staff's ability to think of creative ways to reallocate funding during the pandemic, and Council members' support for these solutions.

5) **Council Meetings for 2022**

Staff shared updates on planning for the 2022 Council meetings. The February 25, 2022 meeting will take place virtually. The next meeting is scheduled to be in person on April 22, rescheduled from the originally scheduled date of May 6 because of the hotel availability.

The committee discussed upcoming Executive Committee meetings in the new year. Meetings will be scheduled for the first Tuesday of each month beginning at 11 am central / 12 pm eastern except for the January meeting. In January, we will meet on the second Tuesday. Committee members will adjust the dates as needed.

6) **Newly Appointed Members**

The Governor's Office has appointed three new council members and reappointed four current members for an additional term. New members have been contacted and staff have begun the processes needed to onboard them as a member. Their first meeting as council members will be the February 25 meeting. Additionally, staff will work to plan a new member orientation ahead of the February meeting. Staff will connect with Executive Committee members to lead sections of the orientation.

7) **Motion to Adjourn**

At 11:56 a.m. CDT / 12:56 p.m. Lesley Guilaran moved to adjourn the meeting. Lisa Johnson seconded. Approved.

Next call: January 11, 2022 11:00 a.m. CST / 12:00 p.m. EST

Prepared by: Ashley Edwards, Executive Assistant

Approved by: Wanda Willis, Executive Director