

**REACH CAC Meeting Minutes
Thursday, February 11, 2016**

Attendees:

Pattie Miklos Boyd	Denny Kurogi
Joan Cabell	Shelly Phalen
Jim Echols	Todd Pleimann (by phone)
Angela Eyster (by phone)	Brenda Sharpe, Ex Officio
Addie Hawkins	Cecilia Ysaac
Kevin Klamm	

Not Present:

Marearl Denning	Ann Swart
Jenny Rhodus	

Guests:

Georgeann Hemry, REACH Staff	Pattie Mansur, REACH Staff
	Brad Stratton, REACH Board of Directors (by phone)

Chair Denny Kurogi called the meeting to order at 5:40 p.m. He welcomed Angela Eyster, Todd Pleimann and Brad Stratton who participated by conference call.

Minutes

The minutes of the January 12, 2016 meeting were reviewed. Shelly Phalen made a motion to approve the minutes as presented and Kevin Klamm seconded the motion. Motion passed.

CAC Business & Responsibilities

Denny Kurogi asked Brenda Sharpe to review the voting process CAC members will use for this meeting.

Brenda Sharpe provided an overview of the voting process for ranking Board applicants and ultimately preparing the slate of nominees to be submitted for the Board's consideration. The CAC will adjourn to a closed session in order to discuss each candidate and their respective interviews. Upon return to open session, each CAC member will score each applicant in four areas: résumé or CV; skill-set and Board priorities; written statement of interest and peer evaluations (for incumbents only); and the individual interviews. Each applicant can receive up to a maximum of 20 total points. CAC members will submit their total score for each applicant to REACH staff, who will use those individual scores to prepare an average score for each candidate. This average will serve as the candidate's ranking. Once the rank order is finalized, the CAC members will then decide how many applicants to put forward as nominees to the board. The Board has suggested they would like to receive 8 or 9 nominees to consider for the 6 current vacancies.

Once the slate of nominees has been selected and forwarded to the Board, Brenda Sharpe will notify each candidate of their status in the process, and will initiate the required background checks on the nominees. The Board will have an opportunity to meet all candidates at a Board Social on Thursday, February 23, 2016. CAC members are welcome to attend the event.

At 5:45 p.m., Cecilia Ysaac made a motion to adjourn to closed session for the purpose of discussing candidates for the Board of Directors for 30 minutes. Joan Cabell seconded the motion. Motion passed.

At 6:14 p.m., Patti Boyd Miklos made a motion to extend the closed session for 10 more minutes. Jim Echols seconded the motion. Motion passed.

Based on the results of the rankings, Cecilia Ysaac made a motion that the CAC forward the first 9 highest-ranked names on the candidate tabulation as the slate of nominees to the REACH Board of Directors. Joan Cabell seconded the motion. Motion passed.

Brenda Sharpe reminded everyone that CAC officer elections will be held at the next meeting on April 28, 2016. If any CAC members are interested in becoming an officer, please communicate your intent to Denny Kurogi or to her. The meeting will be a reception/dinner to thank everyone for their efforts and recognize outgoing members.

At 7:00 p.m., there being no further business, Joan Cabell made a motion to adjourn the meeting. Cecilia Ysaac seconded the motion. Motion carried.

Respectfully submitted,

Georgeann Hemry
Executive Assistant