

ICSEW Executive Board Agenda

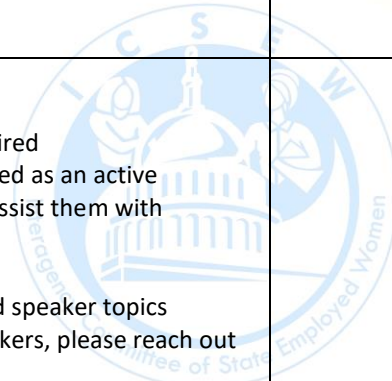
[Hybrid Meeting](#)

August 16, 2022 | Time 1:00pm – 4:00pm

Main Outcomes	
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	<p><u>Executive Board Members</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Deirdre Bissonnette, Chair <input checked="" type="checkbox"/> Connie Becker, Vice-Chair <input checked="" type="checkbox"/> Sequenna Fashana, Co-Executive Secretary <input checked="" type="checkbox"/> Janet McIntosh, Co-Executive Secretary <input checked="" type="checkbox"/> Siri Olson, Treasurer <input checked="" type="checkbox"/> Rachel Friederich, Communications Chair <input checked="" type="checkbox"/> Rebecca LaMar, Communications Chair <input checked="" type="checkbox"/> Morgan Montes, Professional Development Chair <input checked="" type="checkbox"/> Kassandra Drake, Conference Co-Chair <input checked="" type="checkbox"/> Summer Ramos, Conference Co-Chair <input checked="" type="checkbox"/> Keri O’Connell, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Leslie Wolff, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Marianne Mcintosh, Membership Chair <input type="checkbox"/> <i>Vacant</i>, Mentorship Chair <input checked="" type="checkbox"/> Jasmine Pippin-Timco, Public Outreach Chair <input checked="" type="checkbox"/> <i>Allison Spector, Special Projects</i> 	
1.	<p>Introductions and Mingle</p> <ul style="list-style-type: none"> • Introduction of New Executive Board Members <ul style="list-style-type: none"> ○ Communications Co-Chair: Rebecca LaMar, Healthcare Authority ○ Vice-Chair: Connie Becker, Office of Administrative Hearings ○ Co-Executive Secretary: Janet McIntosh, Department of Natural Resources 	
2.	<p>Agenda Item Chair Report: Deirdre</p> <ul style="list-style-type: none"> • SharePoint Migration <ul style="list-style-type: none"> ○ In March 2023, Microsoft will no longer support SharePoint ○ ICSEW needs to decide what we will do with all the data we have on our current SharePoint site. ○ It has been suggested that ICSEW move all the necessary data to TEAMS ○ Connie will come up with a timeline/action plan to transition SharePoint data to TEAMS and present to the board in September <ul style="list-style-type: none"> ▪ We will reach out the Secretary of State Office to get their Guide for Retention to ensure that we are keeping all necessary documents • DES Mentorship Program <ul style="list-style-type: none"> ○ They are interested in the Mentorship Program but would like to head up a planning committee made up of ICSEW members (the planning committee would decide best resources, application packet, feedback, etc.) <ul style="list-style-type: none"> ▪ Tara Smith would chair the committee under the ICSEW umbrella ▪ Still working to decide time commitment, projected launch date of program, expected timeline of being under the ICSEW umbrella • Keri Karsh, HCA <ul style="list-style-type: none"> ○ Currently doing a Doctorate Program and met with Deirdre 	

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	<ul style="list-style-type: none"> ○ Studying why are people (specifically women) leaving the workplace <ul style="list-style-type: none"> ▪ Hopefully her study results lead to policy changes that help bridge the gap for working women and families ▪ ICSEW will assist Keri in any way we can and monitor any changes and/or policies that come out of her studies ● Sasha, OFM <ul style="list-style-type: none"> ○ Allison and Deirdre met with OFM to send out an Engagement Survey in about 1-2 months ○ Looking at similar ideas as Keri (exit interviews, caregivers, etc.) 	
<p>3.</p>	<p>Agenda Item September General Membership Meeting: Morgan</p> <ul style="list-style-type: none"> ● Finalizing the schedule for the September General Membership Meeting: <ul style="list-style-type: none"> ○ Connie Becker and Jennie Cheng-Change Management with Chief Justice Lorraine ○ Networking and Debrief about the Change Management Conversation-Janet McIntosh and Connie Becker will moderate discussion ○ There will be a Subcommittee Breakout Session ● November Meeting: <ul style="list-style-type: none"> ○ Legislative Speaker-still working on scheduling Legislative Speaker. Will touch basis again in mid-September <ul style="list-style-type: none"> ▪ Legislative Information Center ▪ May also host a training via zoom outside of the general membership meeting ○ Confirmed Dr. Kiri Mauseth-Long Term Disaster Recovery, Reengagement and Finding Vitality 	
<p>4.</p>	<p>Agenda Item Annual Report: Allison</p> <p>Annual Report</p> <ul style="list-style-type: none"> ● Available in the Document Library on SharePoint and on Microsoft Teams ● Members can share the Annual Report with their agency 	
<p>5.</p>	<p>Break 5 minutes</p>	
<p>6.</p>	<p>Agenda Item Conference</p> <ul style="list-style-type: none"> ● Updates <ul style="list-style-type: none"> ○ Three speakers confirmed thus far but still looking for more speakers. If you have suggestion, reach out to Summer or Kassandra ○ Draft of thank you letter is available. Contact Summer if you would like to view it ○ Currently working to finalize draft of Sponsor Letter <ul style="list-style-type: none"> ▪ Still considering Sponsorship Levels ● General Membership Vote on Conference Budget updates: <ul style="list-style-type: none"> ○ Voting will close on August 27th 	
<p>7.</p>	<p>Subcommittee Report (All)</p> <ul style="list-style-type: none"> ● Membership, Marianne <ul style="list-style-type: none"> ○ Updating membership roster for all those whose term has expired ○ List of members who are on Teams but have not been confirmed as an active member, please confirm if they are an active participant and assist them with becoming an active member ● Professional Development, Morgan <ul style="list-style-type: none"> ○ Team is planning for the upcoming year and getting theme and speaker topics ○ As always, if you have any suggestions for themes and/or speakers, please reach out to Morgan 	

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8.	<p>Agenda Item Policy and Procedure Review Kickoff</p> <ul style="list-style-type: none"> • Assign Policies to subcommittees <ul style="list-style-type: none"> ○ We will be going through all the Policies and Subcommittee Chairs will present the updated Policies at Board Meetings until they are all updated. ○ Policy Review Leg & Policy- Leslie and Keri ○ Policy Review Treasurer-Siri 	
9.	Break 5 minutes	
10.	Agenda Item Team Building Activity: All	

Action Items	Owner	Completion Date
Microsoft Forms/Cancelling Survey Monkey	Marianne and Allison	
Speaker for upcoming Legislative Session	Leslie and Keri	September
Policies and Procedures	All	
ICSEW Master Calender of Events/Task	Sequenna and Janet	September
Refreshments for In-Person Meetings	Marianne	When in Person

Future Agenda Items	Timeline	Owner

