

ICSEW Executive Board Agenda

[Virtual Meeting](#)

March 21, 2023 | Time 1:00pm – 3:00pm

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| 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 Co-Chair <input checked="" type="checkbox"/> Rebecca LaMar, Communications Co-Chair <input type="checkbox"/> Morgan Montes, Professional Development Chair <input checked="" type="checkbox"/> Kassandra Drake, Conference Co-Chair <input 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"/> Tara Smith, Mentorship Co-Chair <input checked="" type="checkbox"/> Masozi Nyirenda, Co-Mentorship Chair <input checked="" type="checkbox"/> Brooke Nutt, Public Outreach Chair <input checked="" type="checkbox"/> Allison Spector, Special Projects <p>Guests: Megan Celedonia, Office of the Governor Indira Melgarejo, OFM</p> | |
| 1. | Introductions and Mingle (All) | 5 min Mingle |
| 2. | <p>Agenda Item Governor’s Liaison: Megan Celedonia</p> <ul style="list-style-type: none"> • Megan introduced herself and explained the work that she is working at the Governor’s office Implementation Lead for HB 1477 that was passed last year. <ul style="list-style-type: none"> ○ The bill speaks to implementing the national 988 system to enhance and expand behavioral health crisis response and suicide prevention services. The very basics of the bill is when a behavioral health crisis occurs a person does not have to call 911 but instead can use this 988 line instead. ○ Megan has a background project management; formerly working at DSHS and DOH in behavioral health and cancer field. • Each board member introduced themselves to Megan | 15 min Information |
| 3. | <p>Agenda Item May General Membership Meeting: Morgan</p> <ul style="list-style-type: none"> • Still working out final details of meeting. | 15 min Information |
| 4. | <p>Agenda Item Chair Report (Deirdre)</p> <ul style="list-style-type: none"> • July Meeting | 20 min Discussion |

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- Meeting will be held in-person with an option for virtual attendance
- Action Items: Former Governor Gregoire will be requested to be at our July meeting to help us celebrate our 60th anniversary. We will reach out to Olympia Historian as a backup. If there is another speaker you think would be a good fit, please let Deirdre know
- If you would like to be on the planning committee, please contact Deirdre
- Possibly that TVW could record the meeting at no cost to ICSEW. We will reach out to them when we finalize our speaker.
- Update on call for participation from membership
 - Positions to fill:
 - Vice Chair
 - Co-Executive Secretary
 - Treasurer
 - Communications Co chair
 - Social Media manager
- Succession Planning for co-chairs that will be taking over vacated positions
 - Reviewed term ended date for each board member and discussed succession planning:

| Position | Current Holder | Membership Term Ends | Change? | Future Holder |
|--------------------------|----------------|----------------------|---|---------------|
| Executive Chair | Deirdre | 6/30/2024 | No change | |
| Vice Chair | Connie | 6/30/2023 | Moving to co-chair Pro Dev | Marianne |
| Secretary | Sequenna | 6/30/2024 | No change | |
| Secretary | Janet | 6/30/2024 | Moving to co-chair Pro Dev | |
| Treasurer | Siri | 6/30/2023 | Moving to Membership | |
| Communications | Rachel | 6/30/2023 | Potential handoff end of summer | |
| Communications | Rebecca | 6/30/2024 | Will stay at current engagement level, do need to recruit | |
| Membership | Marianne | 6/30/2024 | Stepping down from membership, considering Vice Chair | Siri |
| Professional Development | Morgan | 6/30/2023 | Stepping down | Connie, Janet |
| Leg and Policy | Leslie | 6/30/2024 | No change | |
| Leg and Policy | Keri | 6/30/2024 | No change | |
| Mentorship | Tara | 6/30/2024 | No change | |
| Mentorship | Masozzi | 6/30/2024 | No change | |
| Public Outreach | Brooke | 6/30/2024 | No change | |
| Special Projects | Allison | 6/30/2023 | No change | |
| Conference | Summer | 6/30/2024 | | |
| Conference | Kassandra | 6/30/2023 | Will complete Conference 2023 | |

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| 5. | Break 10 minutes | 10 min |
| 6. | Agenda Item Conference: Summer and Kassandra <ul style="list-style-type: none"> ● Our annual conference is in October 3rd and 4th Tuesday and Wednesday ● Working on Call to Action. Conference Subcommittee needs the following: | 10 min Information |

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| | <ul style="list-style-type: none"> ○ We need more engagement from all subcommittees. Please send at least one representative from each subcommittee to the Conference planning meeting ○ The most immediate need is a communications outreach liaison assistance. ○ Meetings are held bi-weekly on Wednesdays from 10:00-10:45am. The next one will be March 29th. <ul style="list-style-type: none"> ▪ Presence at the meeting (even if you're not able to help out with a task) is greatly appreciated so that you can help brainstorm ideas ▪ Please contact Summer or Kassandra if you're interested in being on the Conference planning Subcommittee ○ Like last year's conference, there will be an early registration discount and multiple day discount ○ Will vote on Conference budget with annual budget in May ○ Looking to do some in person networking at South Sound Community College (still in the works) ○ Looking into alternate ways to promote conference (currently using Facebook, LinkedIn) | |
| <p>7.</p> | <p>Agenda Item Treasurer Report: Siri</p> <ul style="list-style-type: none"> ● Review Budget Planning for FY24 <ul style="list-style-type: none"> ○ Budget Spreadsheet is on SharePoint and Team ○ The Conference biggest expense ○ We will have funds leftover at the end of the fiscal year. We can spend this down or carry it over to the next fiscal year. ○ Formerly there were costs associated with in person meetings but the future looks like we will hold one hybrid meeting a year and the remainder virtually. ○ Discussion ensued around current allotted amounts and discuss if we need to keep the amounts. ○ We have a line item for sponsorship funds for folks to attend conference. ○ Discussed possibility if we can we donate funds to share our financial resources with the BRGs. ○ Budget for potential speakers and/or trainings open to all state employees ○ Board needs to work on shoring up the costs of things, however, things look the same as last year. If change needs to be made, then reach out to Siri. We will discuss further in next board meeting. | <p style="text-align: center;">30 min Discussion</p> |
| <p>8.</p> | <p>Agenda Item Any additional agenda items</p> | <p style="text-align: center;">5 min Discussion</p> |
| <p>9.</p> | <p>Subcommittee Report (All)</p> <ul style="list-style-type: none"> ● Public Outreach <ul style="list-style-type: none"> ○ Brooke and Sequenna will attend the VERG hiring event at JBLM on March 28th ○ Public Service Recognition Week will be in May 9th through the 12th, ICSEW will have a booth. If you would like to volunteer, please contact Brooke ○ Government Innovation Washington Conference on June 8th. If you would like to volunteer, please contact Brooke | <p style="text-align: center;">10 min Information</p> |

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| Action Items | Owner | Completion Date |
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| Future Agenda Items | Timeline | Owner |
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| Continue budget discussion | April | Siri/Deirdre |
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