



Zoom Teleconference of the Governing Board

Wednesday, July 14, 2021 – 12:00 to 1:00 p.m. PST

Invited Attendees: WRIPMA-HR Governing Board & 2021 Conference Chair

Members Present: Paula Adams, Kisha McDonald, Tamara Dixon, Brody Lorda, Jocelyn Turner, David Kitchen, Andrea Cutler, Nancy Love

Members Absent: Christine Hoffman, Mel Gregg, Chris Hazen

Themes for 2021-22: Putting People First

Meeting Minutes

1. Call to Order/Roll Call	Paula/Nancy
2. Review Minutes from June 26, 2021 Item tabled to August 11, 2021 meeting as a quorum was not present to take action.	Nancy
3. Treasurer's Report(s) Brody reported our finances are in good shape thanks to conference registrations, sponsorships and job postings over the past year. Brody discussed the changes she made to the financial procedures. The primary change being the removal of the language related to the separate conference account and the transfer of funds between the main account and the conference account. The conference account was closed and the balance transferred to the main account in FY2019-2020. Because the financial procedures are not policies or part of the Western Region by laws, no Board action was required to make these revisions. Approval of the June 2021 Treasurer's report was tabled to the August 11, 2021 meeting to allow one Board member who inadvertently did not receive the report, time to review it.	Brody
4. Executive Council Update – Tamara provided the following update: <ul style="list-style-type: none"> • Next Executive Council meeting is scheduled for July 22, 	Tamara

<p>2021.</p> <ul style="list-style-type: none"> • The Executive Council received 10 nominations for the 3 upcoming Council vacancies. Paula asked for information regarding the process for selecting Executive Council members. Tamara stated nominees are required to complete an application, provide supplemental information as well as at least one letter of recommendation/support. The Executive Council then reviews the information received and selects the new members. Newly elected members are typically selected in September and become voting members in January of the following year. • The September 23, 2021 meeting will be their first in-person meeting since the pandemic started. Paula asked if the Region needs to budget for her travel to attend this meeting. Tamara stated that International pays for all travel related expenses for Executive Council members. 	
<p>5. 2022 Conference Update: Financial Need Requirement(s)/Other Board Support? Any other discussion? Tamara provided the following update on the May 2022 conference:</p> <ul style="list-style-type: none"> • Conference team (Tamara, Stacey Lewis, and Brody) will be meeting prior to our August Governing Board meeting. After their meeting, Tamara should have a better idea of anticipated conferences expenses. • The Board discussed offering a virtual component to the conference. Paula asked Tamara to discuss a virtual component with the conference team and bring their thoughts back to the board. It may not make sense financially to offer both a virtual and an in-person conference, but Tamara and her team will look into it and report back. • The conference speaker chairperson has received confirmation that all 2020 speakers are available and will be presenting at our 2022 conference, in person. • Tamara and Brian recently heard from Disney. A new Disney contact has been assigned to our conference. Tamara will be working closely with the Disney contact as things progress. She will ask if they believe another site visit is necessary, or if things will be similar to what was planned for the 2020 conference. • For the 2020 conference we opened registration on July 1, 2019, so we are behind in that regard. Tamara hopes to move quickly on opening registration. • David Kitchen is now on the conference committee and is re—working the conference post-card/announcement and should have it to the Board for review within the next 	<p>Tamara/All</p>

<p>couple of weeks. Once approved by the Board, it will be posted on our website.</p> <ul style="list-style-type: none"> Tamara has contacted incoming IPMA-HR President Jennifer Fairweather to ensure our WR Leadership Conference and WR Conference are on her calendar. 	
<p>6. Development Training Schedule Confirmation & WebEx (CPSHR Platform)</p> <p>Paula reported that CPS HR has confirmed our webinar dates. The only change to the previously announced schedule is the December 2021 – Resolving Conflict Constructively is being moved to February 2022. The February 2022 – Make Data Usable is being moved to December 2021.</p> <p>Paula informed the Board that CPS offered to host the webinars using their WebEx platform. After Board discussion related to WR recently upgrading our Zoom account to include webinars it was decided we would host the webinars using our Zoom account, and CPS would provide the subject matter experts for each webinar.</p>	Paula
<p>7. Development Training Flyers and Reasonable Deadline for Distribution</p> <p>Jocelyn will prepare a flyer/announcement for the webinar series. She plans to have a draft document out for Board review by July 19th or 20th. Once approved the announcement will be sent out to our members and put on the website no later than July 26, 2021.</p> <p>A discussion took place regarding CPS’s request to put our webinar announcement on their LinkedIn page. Paula asked Board members to email her their thoughts on this request and she will then let CPS know our decision.</p>	Jocelyn/All
<p>8. Miscellaneous</p> <p>Paula plans to have a draft budget to the Board prior to our August 11, 2021 meeting, for review. The budget will include, among other things, expenses related to the January 2022 WR Leadership Conference.</p> <p>Paula is drafting the first monthly WR newsletter, to be sent to members later this month. It will include information about the upcoming webinar series, as well as other pertinent WR and International information. Tamara provided Paula information on ways to communicate items of mutual interest between the Executive Council and our membership.</p>	All
<p>Adjourn Being no further business the meeting was adjourned at 12:55p.m.</p>	