



**EXECUTIVE COMMITTEE
MEETING MINUTES – approved 10/25/23**

July 26, 2023

Directors Present: Vicki Tylka, Chair; Teri Zywicki, Vice Chair; Mike Meulemans, Secretary; William Olivier, Performance Improvement Committee Chair

Staff and Guests Present: Noelle Mullen and Rebecca Murray

Welcome and Public Comment

Tylka, called the meeting to order at 9:01 AM. Tylka asked if there were any public comments. There were no public comments.

Approval of May 2, 2023 Executive Committee Meeting Minutes

Olivier moved to approve the minutes from the May 2, 2023, meeting minutes and Meulemans seconded the motion. Motion carried.

August 9, 2023 Prevention Board Meeting Agenda

Murray went over the draft August agenda. Meulemans moved to approve the draft August Prevention Board meeting agenda with the addition of a budget narrative and Zywicki seconded the motion. Motion carried.

Executive Director Annual Review - process

Murray went over the draft goals for the annual review (current year and goals for the next year). The Executive Committee discussed the process for the closed session. Olivier moved to approve the process with Meulemans taking notes at the closed session and Zywicki seconded the motion. Motion carried.

Update on Board members

Murray notified the Executive Committee that the Governor appointed two new members, Mary Anne Snyder and Erika Traver. Zywicki announced that she submitted her resignation to the Governors office.

2024 schedule and Board chair, vice chair and secretary elections

Murray discussed the 2024 meeting schedule and the timing of elections. Executive Committee asked Murray to provide the bylaws with list of clear duties at the November meeting.

Adjourn

Zywicki moved to adjourn, and Meulemans seconded the motion. Meeting adjourned at 9:51 am.