



January Quarter Meeting

January 19, 2021 – 3PM to 4:30PM

VIA ZOOM

MEETING NOTES

Attendees

CRP:

- Cameron Adams (Vice Chair)
- Patricia Williams (Secretary)
- Lucinda Alexie

Coordinator

- Denali Daniels, Logan Daniels

3:10PM

CRP Operating Guidelines - Version 1

- There was a discussion on clarifying the background check process and steps for approving applicants to the CRP.

3:35PM

Recruitment

- Pending membership application: There was one membership application which did not result in the required three members in support of moving forward with an interview.
 - Lucinda Alexie joined the meeting at approximately 3:40PM
 - The record notes that Lucinda Alexie recused herself from the applicant decision-making.
- Recruitment activities
 - There was discussion around an advertising strategy for the panel to promote new membership applications.
 - There will be outreach to interested organizations that may have email lists, and to conduct social media outreach.
 - **Coordinator agreed to draft member recruitment email and social media materials for distribution by February 3rd.**

3:50PM

CRP Policies and Procedures - Version 2

The coordinator shared a second version of the CRP policies and procedures document and outlined substantive questions for the discussion. These included:

- Reduction of the participation requirement from the 65% to 51% requirement and to allow regular participation over email or other meetings.
- Attendance requirements for panel officers changed to fall in line with regular panel members.
- The role of the Secretary will include taking notes in the absence of the Coordinator.
- Orientation process
 - There was discussion on who will conduct the orientation of new panel members.
 - It was decided that the Vice Chair or Secretary will conduct the orientation with support by the CRP Coordinator.
- Succession planning
 - There was an overview of the Roles and Responsibilities section of the P&P. The succession plan is listed under the Roles and Responsibilities of the Officer positions.
- **Vote to approve the P&P document with current edits.**
 - Cameron – Yea
 - Patricia – Yea
 - Lucinda – Yea

The Version 2 of the Policies and Procedures document was approved with edits from this discussion.

4:10PM

2021 Site Visits Discussion

- The coordinator reiterated the attempt to host two site visits via zoom during spring 2020, and they did not proceed successfully due to lack of local capacity. It isn't clear if that remains the situation.
- It was decided that in person site visits will not be occurring due to COVID.
- There was discussion about trying virtual visits again and also exploring other ways of engaging with communities and gathering input.
- There is a desire to have in person site visits next year and assuring the state does not cut the travel budget.

- **Since the CRP is not scheduled to meet again until May, it was agreed that the February OCS meeting could include site visits on the agenda.**

4:20PM

Public comment

- No public comment was heard. This time was used to complete the above discussion.

4:30PM

Meeting adjourned – Chair

- Meeting adjourned by the Vice Chair Cameron Adams.