Executive Staff Meeting, Agenda Items for 4/29/15

Meeting Details

Facilitator:	**Dave Claycomb**
Reminders:	
Last Meeting's Action Items/ Issues/Decisions	

Attendees

Anna Canning	Evelyn Mason	Keith Hobbs
Dave Claycomb	Garth Taylor	Scott Williams
David Langhorst	Jennifer Okerlund	Steve Martin
David White	Jim Thomas	Tammy Kolsky
Debbie Hoopes (starts 5/4/15)	*Minutes:*	*Betty Mills*

Director Action Items or Updates

		Communicate to Staff
Agenda Item	Director update: **Meeting effectiveness**: The Director feels the meetings are going well. He requested input from Executive Staff. **Agenda: hard copies? Or e-copies?** Betty will provide hard copies for everyone attending the meetings. Soft copies are available on the H:Drive. It was approved that additional items for discussion during these meetings can be added to the agenda during the meetings.	☐Yes

Program Manager Agenda Item

Name:	Anna Canning
Agenda Item:	Board Assignments
Description:	Action Requests from the April Board Meeting
Purpose:	☐Information Only ☐Decision ☒Discussion
Timeframe Needed:	10 Minutes
Communicate to staff:	☒Yes
Board Meeting Item?	☒Yes
Summary Document included	☐Yes; provided in notes section below.
Attachments:	No
Follow Up?	Responsible: Varies Action Item: Yes
Notes:	Bring back park selection criteria for approval in August, add decision section. Call Susan about other items. **Anna/Adam** Use draft criteria to evaluate Horsetheif, Market Lake, and Winchester (as comparison). **Adam/Keith** Update numbers from Ducks Unlimited. **Dave Ricks** Modify Billingsley Horse Arena Project. **Jim –** Wait until Board communication happens before moving

	forward with this project. Go through Grant Manual and provide ideas for appeals process. Review Statutory requirements as well. **Kathy/Anna –** Obtain Board input, they need to make decision on appeals process. Preform analysis on appeals process. Discuss Road and Bridge Grant at August meeting. Invite Jean, Yvonne, Bob Meinen. **Anna/Betty** Add claw back provisions—perhaps referenced as "amortization"—as part of the acceptance letter? or another part of the process? (I was reviewing notes from last Spring, and the Board actually directed this then, too.) **Kathy** Send copy of Handouts and presentation to Susan**. Betty** **ANY OTHERS???**

Program Manager Agenda Item

Name:	Anna Canning
Agenda Item:	Upcoming Strategic Plan Targets
Description:	The Strategic Plan set targets for July 2015. I've attached that list with highlights.
Purpose:	☐Information Only ☐Decision ☒Discussion
Timeframe Needed:	30 minutes
Communicate to staff:	☒Yes
Board Meeting Item?	☒Yes
Summary Document included	☒Yes
Attachments:	No
Follow Up?	Responsible: Varies Action Item: Yes
Notes:	

Program Manager Agenda Item

Name:	Jennifer Okerlund
Agenda Item:	Program Update
Description:	1. Mascot naming project – top three will be chosen to be voted on via Facebook on Friday 2. RV Program Flyers 3. July 1, 2015 Time Capsule Event 4. August 22, 2015 Out Door Recreation Festival 5. Youth Explorer Program – Parks will track the visits
Purpose:	☒Information Only ☐Decision ☐Discussion
Timeframe Needed:	5 Minutes
Communicate to staff:	☐Yes
Board Meeting Item?	☐Yes
Summary Document included	☐Yes; provided in notes section below.
Attachments:	No
Follow Up?	Responsible: Varies Action Item: Yes
Notes:	

Program Manager Agenda Item

Name:	Evelyn Mason
Agenda Item:	Program Update
Description:	Evelyn provided an update on grants IDPR received from North Face and Cabela's. The agreement has been signed for the Songwriters event at Lucky Peak for the summer concert series.
Purpose:	☒Information Only ☐Decision ☐Discussion
Timeframe Needed:	5 Minutes
Communicate to staff:	☐Yes
Board Meeting Item?	☐Yes
Summary Document included	☐Yes; provided in notes section below.
Attachments:	No
Follow Up?	Responsible: Varies Action Item: Yes
Notes:	

Other Meeting Notes: Scott Williams, new IT Manager provided Vicki Heazie with an award for 15 years of service with IDPR.