



Minutes

May 15, 2020 Board and ATAC Meeting

📅 Fri May 15th, 2020

🕒 2:00pm - 3:00pm EDT

📍 Teleconference

👥 In Attendance

Shevie Barnes, Hannah Brock, Horace Brown, Stephanie Brown, Thom Delilla, Ryan Fierst, Megan Germain, Janet Good, Eddie Hall, Whitney Harris, Matt Holloway, Liz Loht, Kailey Medlock, Elizabeth Moya, Brian Nerland, Renee Proctor, Eric Reed, Monica Russell

I. Opening

a. **Verbal Authorization to Begin Recording**

No member presented an issue with being recorded

b. **Call to Order**

Ms. Liz Loht called the meeting to order at 2:00pm

c. **Roll Call**

Ms. Whitney Harris conducted a roll call.

Members Present: Ms. Shevie Barnes, Mr. Harace Brown, Ms. Stephanie Brown, Mr. Thom Delilla, Mr. Ryan Fierst, Ms. Janet Good, Mr. Eddie Hall, Ms. Liz Loht, Ms. Kailey Medlock, Ms. Elizabeth Moya, Mr. Brian Nerland, Ms. Renee Proctor, Ms. Monica Russell

Members Not Present: Mr. James Bayonne, Ms. Karen Hagan, Ms. Katy Howell, Ms. Lesa Kretchmer, Mr. Marcial Lambert, Ms. Jennifer Perry-Breen, Mr. Paul Tobin, Mr. Ben Welter, Ms. Brande Shelter

FAAST Staff Present: Ms. Megan Germain, Ms. Whitney Harris, Ms. Hannah Brock, Mr. Matt Holloway, Mr. Eric Reed

DVR Staff Present: Ms. Allison Flanagan, Ms. Julie Kates, Mr. Brent McNeal

d. **Establishment of Quorum**

A quorum was present.

II. Approval of Agenda

The agenda was approved.

Decision: Mr. Thom Delilla made the motion to approve the agenda.

Decision: Mr. Eddie Hall seconded the motion to approve the agenda.

a. **Category: Standing Item**

b. **Attachments: May 15, 2020 Committee Agenda**

c. **Public Comment on any Agenda Item**

There were no public comments on the agenda.

d. **Modifications to Agenda**

There were no modifications to the agenda.

1. **The Committee will hear any modifications to the agenda under Agenda Item VI a.**

e. **ACTION NEEDED**

III. **Approval of Minutes**

The previous meetings minutes were approved.

Decision: Mr. Delilla made the motion to approve the previous meetings minutes.

Decision: Mr. Hall seconded the motion to approve the previous meetings minutes.

a. **Category: Standing Item**

b. **Attachments: May 8, 2020 Board and ATAC Minutes**

c. **Purpose/Statement**

1. **This agenda item is to review and approve the prior meeting minutes.**

d. **ACTION NEEDED**

IV. **New Member Appointments**

Ms. Whitney Harris introduces each of the new Board/ATAC members.

Ms. Janet Good will be recategorized from a category four to a category two.

Decision: Mr. Delilla made the motion to recategorize Ms. Good.

Decision: Ms. Loht seconded the motion to recategorize Ms. Good.

a. **Category: Old Business**

b. **Attachments**

1. **FAAST Board and ATAC Roster**
2. **Letter from Commissioner Corcoran with Appointments**

c. **Purpose/Statement**

1. **This agenda item is to announce and welcome new Board and ATAC Members.**

d. **Assign Actions as Needed**


V. **Executive Director Search**


Ms. Loht asked if there is a protocol in the bylaws explaining how FFAST has done an Executive Director Search in the past.

Mr. Eric Reed explains that there is a very lengthy section on hiring a new executive director in the Board Policies but not in the bylaws.

Ms. Renee Proctor asked what kind of credentials is FFAST looking for in an Executive Director.

Mr. Reed responded with that committee will be creating a survey that will go out to board members, to community partners, contractors, to try to get some feedback on what they feel would be some important. Also, the executive director job description will be used by the search committee to help develop those characteristics.

Task: Ms. Loht proposed that an email be sent out to the new members asking if they would like to be a part of the executive director search committee.  Whitney Harris 06/10/2020

Task: Email the executive director search plan that is outlined in the board policies to all members.  Eric Reed 06/10/2020

a. **Category: Old Business**

b. **Purpose/Statement**

1. **This agenda item is to discuss the process for hiring a new Executive Director.**

c. **Assign Actions as Needed**

VI. **Agenda Modifications**

a. **From Agenda II d.**

VII. **Closing**

a. **Next Meeting**

June 10th, 2020 at 1:30pm

1. **Date and Time**

Wednesday, June 10, 2020 | 1:30-4:30 PM

2. **GoToMeeting Information**

<https://global.gotomeeting.com/join/233034349>

3. **Toll-free number and Access Code**

United States: +1 (646) 749-3129

Access Code: 233-034-349

b. **Last Call for Public Comment**

Ms. Allison Flanagan and Mr. Brent McNeal stated they both support FFAST in finding an Executive Director and will help every step of the way.

c. **Adjourn**

The meeting was adjourned at 2:30pm

Decision: Mr. Delilla made the motion to adjourn the meeting.

Decision: Ms. Good seconded the motion to adjourn the meeting.