

# Site Selection Committee Meeting Minutes

2016 ASLCS Professional Development Seminar  
Boise, Idaho  
Thursday, Sept. 22, 2016

## Call to Order

The meeting of the Site Selection Committee was called to order by Jennifer Novak (Idaho), Chair.

## Attendance

The following members of the committee were present: Jennifer Novak (Idaho), Chair; Whitney Page (Tenn.), Vice-Chair; Ron Smith (La.), Vice-Chair; Nanette Mitchell (Tenn.); Heather Fahey (Ariz.); Susan Aceves (Ariz.); Steve Marshall (Vt.); Scott Caffey (Texas); Mike Campbell (Texas); Tracy Ortiz (Texas); Lourdes Litchfield (Texas); Nanci Longoria (Texas); Mary Andrus (Utah); Julie Bochat (Mo.); Laura Bell (Wash.); Elaine Logan (Mo.); Gena Plummer (Nev.); Lucy Hepburn-Darris (Mo.); Greg Glass (Tenn.); Tara Jenkins (Tenn.); Ann Marie Brown (Tenn.); Brad Young (Ohio); Yolanda Dixon (La.); Lori Roland (Alaska), Carmine Boal (Iowa); Jeanine Wittenberg (Nev.); Cathy Hooe (Va.); Sarah Armistead (Va.); Jackie Scott (Va.); Jeannine Layell (Va.); Kay Inabnet (Wis.); Meggan Foesch (Wis.); Daniel Hicks (Tenn.); Pat Harris (Ala.); Lee Cassis (W.Va.); Kristin Canterbury (W.Va.); Jim Drake (Ariz.); Jon Bellamy (Fla.); Mandi McGowan (Ore.); Joanna Bolstad (Va.); Rose Ramsey (Va.); Melanie Newby (Va.); Michael Adams (Va.); Bill Horn (Ala.); Joyce Wright (Ala.); Neva Parker (Calif.); Jason Hataway (Nev.); Laura Bone (N.C.); Obie Rutledge (Ore.); Jackie Schulz (Alaska); Ann Cornwell (Ark.); Alan Whittington (Tenn.); Sarah Schaben (Mo.).

## Approval of Minutes

Upon a motion by Andrew Ketchings (Miss.), seconded by Jennifer Novak (Idaho), the minutes of the last meeting held Monday, Aug. 3, 2015 at the NCSL Legislative Summit in Seattle, Wash., were approved. (Minutes should be provided by the previous chair at the Committee Chair Transition.)

## Old Business

Arizona gave an update on the 2017 Professional Development Seminar. The meeting will be held in Phoenix at the Renaissance Downtown from Sept. 24-29, 2017. They are planning some wonderful events and we may have the opportunity to go to a Diamondbacks game. They also welcomed feedback on activities individuals would like to participate in during the seminar.

## New Business

Jennifer shared with the committee that President Kannarr has asked us to review and update the Host State Manual. Jennifer will email the manual to the members to review and provide suggestions and or email prior to the Spring Meeting. Also, if you have hosted before-suggestions and tips that may be beneficial. Julie Bochat (Mo.), suggested putting together a quick fact sheet that provides a basic overview of hosting a PDS.

President Kannarr (Kan.) was recognized to provide remarks. She thanked the host state and encouraged other states to participate in hosting a PDS.

Discussion and questions then followed on what it means to be a host state, non-host state, and a hybrid. The committee also discussed who provides for the receptions, hospitality suite, and President's Dinner. Jennifer asked if anyone was interested hosting the 2018 PDS. A few suggestions were made, however, no one was able to commit at that time.

**Adjournment**

Upon a motion by Alan Whittington (Tenn.), seconded by Ann Cornwell (Ark.), the meeting was adjourned.

Respectfully submitted,  
Jennifer Novak (Idaho), Chairman