Support Staff Committee Meeting Minutes

2016 NCSL Legislative Summit
Chicago, Ill.
Monday, Aug. 8, 2016

Call to Order
The meeting of the Support Staff was called to order at 2 p.m. by the Chair, Norma Chastain, (Ariz.).

Attendance
Norma Chastain, Chair (Ariz.), Ron Smith, Vice Chair (La.), Tamitha Jackson (Ark.), Alan Whittington (Tenn.), Nicole Albers (Texas), Scott Caffey (Texas), Polly Emerson (Texas), Lourdes Litchfield (Texas), Patience Worrel (Texas), Kathryn Jackson (Utah), Jay Braxton (Va.), Nathan Hatfield (Va.), Maryann Horch (Va.), Erica Manson (Va.), Rose Ramsey (Va.), Jan Waldrop (Va.), Jennifer Welch (Va.), Michelle Wright (Va.).

Approval of Minutes
Upon a motion by Jay Braxton (Va.), seconded by Jennifer Welch (Va.), the minutes of the last meeting held on Saturday, April 23, 2016, at the ASLCS Spring Business Meeting in Alexandria, Va., were approved.

Old Business
The Chair, Norma Chastain (Ariz.), announced that the Associate Program was complete.

Regarding the concurrent session, “Off the Record,” which is to be held at the Fall PDS in Boise, Idaho, the afternoon of Wed., Sept. 21, the chair mentioned that she would moderate the session and that participants may submit questions to her in advance should they wish to remain anonymous. Jay Braxton (Va.) also suggested a box be placed outside the room the day of the concurrent session to solicit questions.

The Support Staff committee was reminded to get participants of the Legislative Expo to submit any audio/video requests to the chair in advance, such as wi-fi, due to possible expenses. The chair also encouraged the Support Staff to get other states to participate in the Legislative Expo, scheduled for Wednesday morning, Sept. 21.

New Business
The chair mentioned that she still needs volunteers to be moderators of the small staff breakout group meetings and announced that Susan Furlong (Nev.) will moderate the breakout session for the principals, while Maryann Horch (Va.) will moderate the breakout session for the Associate Principals.

Kathryn Jackson (Utah) suggested that a signature book for members be made available, which has been previously done. The chair suggested that the signature book be made available during the Legislative Expo. Maryann Horch (Va.) recommended that a sheet be circulated about what ideas/features members would like demonstrated/discussed at the Legislative Expo.
Adjournment
Upon a motion by Alan Whittington (Tenn.), seconded by Maryann Horch (Va.), the meeting of the Support Staff was adjourned at 2:25 p.m.

Respectfully submitted,
Scott Caffey (Texas)