Support Staff Committee Meeting Minutes

2018 ASLCS Professional Development Seminar
Madison, Wisconsin
September 27, 2018

Call to Order
The meeting of the Support Staff Committee was called to order by Neva Parker (Calif.), chair, at 2:18 p.m.

Attendance
The following members of the committee were present: Martha Jarrow (Ark.), vice chair, Mary Andrus (Utah), Joshua Babel (Ariz.), Jeffrey Beighley (Wis.), Laura Bell (Wash.), Laura Bone (N.C.), Jay Braxton (Va.), Felisha Brown (Miss.), Scott Caffey (Texas), Sarah Curry (Ore.), Lucy Darris (Mo.), Lisa Davis (Miss.), Jaci Delight (Calif.), Nancy Ellison (Utah), Joy Engelby (Mo.), Erin Gillitzer (Wis.), Stephanie Hall (Alaska), Andrew Heist (Alaska), Daniel Hicks (Tenn.), Kay Inabet (Wis.), Michael Jackson (Va.), Tara Jenkins (Tenn.), Ruby Johnson (La.), Robin Jones (Colo.), Becky King (Ky.), Nanci Longoria (Texas), Jenny Manning (Ark.), Erica Manson (Va.), Callie Nobles (Tenn.), Neva Parker (Calif.), Tara Perkinson (Va.), Colleen Rust (Wash.), Nate Sanko (Pa.), Donna Schulte (Mo.), Ron Smith (La.), Leah Thacker (Utah), Jennifer Welch (Va.), Emily White (Mo.), Jeanine Wittenberg (Nev.), Alan Whittington (Tenn.), and Patience Worrell (Texas).

Approval of Minutes
Upon motion by Lisa Davis (Miss.), seconded by Jeanine Wittenberg (Nev.), the minutes from the July 30, 2018 Support Staff Committee meeting in Los Angeles were approved.

New Business
Neva Parker (Calif.), chair, explained the purview of the Support Staff Committee. First order of business for the committee is the Associate Exchange Program. In October the committee will begin searching for interested host states. Applications will be accepted through the month of November. And in December, the applications will be sent to the committee to select the two participants. Those who participated in the program in the past shared their experiences with the committee.

The chair also asked for opinions on the staff breakout sessions. Jaci Delight (Calif.) expressed that the breakouts at the beginning of the PDS are helpful for follow-up discussions throughout the week. The general consensus of the committee was that the breakout breakfast tables need to be emphasized more during the PDS. Ruby Johnson (La.) mentioned that the new attendees were not aware they were to sit at the tables pertaining to their breakout. She noted that in 2014, the assigned breakout table information was included in the new attendee packet that new attendees received prior to the PDS. She suggested that the breakout table information could be added to the packet for next year. Other suggestions made by the committee members were: have the breakfast tables all week as an option; labeling the tables so they stand out more during breakfast; offer more tables for each section; and communicate with first time attendees. Scott Caffey (Texas) suggested that at each breakout session, the host state demonstrate their processes.
for that particular section (i.e., Wisconsin demonstrated their Journal process during the breakout).

The third topic was the Legislative Expo. The committee agreed that the Expo being held at breakfast encouraged more attendees to participate. Jeanine Wittenberg (Nev.) noticed that states with raffles and prizes attracted visitors. Joy Engelby (Mo.) suggested that it might be a good idea to ask participants what they’ll be showcasing at the Expo so we can have a flyer or some notification to the attendees of the PDS of what exhibits will be at the EXPO. It could go out with Holly’s “What You Need to Know” before the PDS e-mail or some other way. Another suggestion was to have an Expo table set up for the next year’s PDS host as an introduction to that state.

President Pat Harris offered remarks to the committee saying that the Legislative Expo was very successful, and that the committee should continue to expand on the ideas discussed.

The next topic was the concurrent sessions. The chair explained to the committee that President Pat Harris has issued a directive to all committees to focus on encouraging more international attendees, and that the Support Staff committee can tie that directive into the concurrent sessions. It was noted that the roundtable discussions went well for the cross-training concurrent session. Ron Smith (La.) emphasized the success of the Amazing Race concurrent session. It was noted that the Amazing Race questions regarding ASLCS were challenging and informative, and the game encouraged group collaboration. A session incorporating those same concepts might be a good idea. Jaci Delight (Calif.) suggested that the “You Can’t Make This Stuff Up” concurrent session be a stand-alone session because of its popularity, and that maybe the competing technology concurrent session lacked attendance because of it. Sarah Curry (Ore.) suggested sending a survey to international ASLCS members to see what topics they would find useful. Other suggested topics: generational and learning style differences; ethics; switching from member or campaign staff to nonpartisan, including elected to staff, staff to elected; and social media training. Michael Jackson (Va.) suggested a session on health and wellness; expanding on that idea, Ruby Johnson (La.) suggested a group Zumba or yoga class. The chair said she will email committee members the past concurrent session examples to start getting ideas for Seattle.

**Adjournment**

Upon a motion by Alan Whittington (Tenn.), seconded by Mary Andrus (Utah), the meeting was adjourned.

Respectfully submitted,

Jacquelyn Delight (Calif.)