

National Legislative Program Evaluation Society (NLPES)  
Executive Committee Meeting  
Monday, August 7, 2017  
Westin Waterfront Hotel – Boston, MA

Minutes

**Executive Committee Members and NCSL      Guests Present:**

**Liaison Present:**

Greg Fugate (CO), Chair  
Linda Triplett (MS), Vice-Chair  
Wayne Kidd (UT)  
Melinda Hamilton (MI)  
Kiernan McGorty (NC)  
Jon Courtney (NM)  
Brenda Erickson, NCSL Liaison

Jim Behunin (UT)  
Lisa Kieffer (GA)  
Ken Levine (TX Sunset)  
Anne Sappenfield (WI)

**Members Excused:**

Shunti Taylor (GA), Secretary  
Patricia Berger (PA)  
Emily Johnson (TX-Sunset)  
Marcia Lindsay (SC)  
Katrin Osterhaus (KS)

(Note: All times reported in these minutes are in Eastern Daylight Time.)

**7:45 a.m.**            **Call to Order.** Greg called the meeting to order and thanked everyone for coming.

**7:50 a.m.**            **Madison PDS Update.** Anne Sappenfield (WI) provided the update. All panels are now filled. All external speakers have been invited; however, not all are finalized. They expect to have everyone finalized shortly. Regarding funding, Aletta Norris (an external speaker) has reduced her fee. The Wisconsin Legislative Audit Bureau has requested external funding for the meeting. The Wisconsin office may also cover the cost of speaker materials for their staff, leaving the conference budget to cover materials costs for the remaining attendees.

Greg mentioned the Ethics session offered through NCSL and noted that NLPES should consider leveraging these type of external sources. Kiernan asked if PDS speakers know which day they are presenting. Anne indicated that they are ready to assign time slots and people who have definite restrictions have already talked to Joe Chrisman about it. Greg noted that now that slots are filled, Joe is going to confirm with all speakers and ensure all requests had been accommodated. Seventeen states are represented. Wayne suggested that those slated for the last slot on Wednesday be alerted to the fact that some people will leave early, or during the session. He also noted this has historically been a softer session. Melinda asked when will Joe be reaching out regarding time slots and Anne indicated it will be this week.

Greg reported that registrations are coming in; there are 44 official registrations, including among others, 8 from Tennessee, 4-6 from Hawaii,

4 from Michigan and 2 from Puerto Rico. Wisconsin is sending their entire staff, but have not registered yet. There was discussion about the need for the second boat for the cruise now that registrations are coming in. Anne noted that Madison is very walkable. Greg told Anne to contact him if any questions come up. Brenda will be updating the website as information comes in. Brenda and Joe have both sent email announcements about the hotel reservation and boat cruise cutoff dates.

8:15 a.m.

**Additional Discussion of Items from July 26 Meeting - Bylaws update.** Greg has received comments from two offices; both were supportive of the changes. There is still time remaining in the review period.

**Additional Discussion of Items from July 26 Meeting – Ensuring the Public Trust.** Greg indicated NLPES should consider taking more ownership as committee. There were ideas for shifting to an online document. Rachel Hibbard (CA) contacted Greg asking about the Committee's decision. She is willing to be involved but thought it would be important for the Committee to step in and provide the direction for this project. Greg has not talked to OPPAGA about any changes as yet. Discussions will continue.

Wayne noted that having it online would be great. He said the survey document is very helpful; however, people do not know it is out there.

**Additional Discussion of Items from July 26 Meeting – Updating Criteria for Outstanding Achievement Award.** Greg indicated questions were raised about providing more guidance and structure around the criteria for award. While there were questions about applying criteria, and last time everyone used a slightly different approach, everyone applied it reasonably and everyone came to the same conclusion.

Brenda provided other staff section criteria used in achievement awards. It is similar to ours. Wayne noted that the overall theme of the award is the important thing. This will be an area for further discussion as the Awards Subcommittee meets this fall.

**Additional Discussion of Items from July 26 Meeting – ADA issues with website.** Greg reported that at the LSCC meeting, issues were raised about whether NCSL and related organizations' websites are ADA compliant. USDOJ has put a document out for comment. Greg estimates it will be a few years before guidance or rules come out. The issue is the use of pdf's on websites because of the ability to make these searchable for persons with disabilities. This may be an area that NLPES could explore sponsoring a webinar on in partnership with NCSL, as they have done a lot of research on this issue already.

**Additional Discussion of Items from July 26 Meeting – 2020 super PDS.** Greg reported that there was discussion at the LSCC meeting about the possibility of another Super PDS (combining staff sections' PDS). It may require a convention center size facility (Atlanta was mentioned); some overlap of content is also a possibility.

**Additional Discussion of Items from July 26 Meeting – 2019 New Orleans PDS.** After the PDS in Madison, Wayne would like to start working on contact with hotels in Park City, Utah. Hotel space is limited, so working with NCSL this fall would be good. Salt Lake to Park City is about 45 minutes; there is shuttle service available. There was conversation about the past meeting that was held in Park City and mentions of it being an all jeans conference. Ken noted that Wayne organized the conference and did an amazing job putting it together. The Marriott Park City was the hotel they used previously; it may be an option again.

**Additional Discussion of Items from July 26 Meeting – Other Ideas for Conference Topics.** Linda spoke about ideas she heard at the LSCC meeting that other staff sections had done or were planning to do. They included: having people write on a white board what topics they would be interested in discussing, then form a topic or panel around one of those ideas on the fly; 5 minutes of fame session where offices highlight what they're proud of; new member trivia; yoga. Greg mentioned sessions he'd heard about: Stop Global Whining (making do with what you have ....); Clerks without Borders (evaluators without borders); LINC sessions on communication could be beneficial to NLPES staff.

**Additional Discussion of Items from July 26 Meeting – International Membership.** Linda believes NLPES could benefit from bringing in an international view. The Clerks staff section has done this successfully. Greg reminded everyone Puerto Rico was very excited that they won the Impact award. Kiernan suggested offering ideas for next year's speakers. Ken indicated that the Committee could contact several Canadian Provinces that were previously interested in participating; may be able to get interest from those groups for the Park City PDS. Linda noted that she talked with people from Quebec. Brenda noted that several legislators from Canada were interested in being invited to the New Orleans PDS. There are two organizations that are auditors - Brenda will contact the two audit organizations in Quebec.

**Additional Discussion of Items from July 26 Meeting – Executive Committee Updates.** Greg reported that this is his last meeting as chair. He and Linda met earlier to discuss handing off the responsibility. At the next meeting, they will take nominations for vice chair and secretary. This is the last meeting for Wayne, Marcia, and Katrin. Greg thanked them for their years of service.

Brenda will be adding new members to website. They include: Kristen Rottinghaus (KS), Karen LeBlanc (LA), and Kevin Ryan (SC).

8:35 a.m.

**Other Business – NCSL Executive Committee.** Wayne announced Greg was appointed to NCSL Executive Committee. Charles Sallee (a former NLPES EC member) was also appointed to the NCSL Executive Committee. Wayne has two years remaining on the NCSL Executive

Committee. Brenda noted that it is a compliment to NLPES to have this many members selected.

Greg asked about NLPES representation on the standing committee side. Lonnie Edgar (MS) is very involved on Public Health; Ken Levine is Vice Chair of Legislative Effectiveness. Ken noted that staff can be assigned by directors. They can be involved in conference calls. This option could be topic for newsletter - who's involved in what and broaden awareness - Charles and Lonnie and Ken could be involved in this conversation. Ken said Directors should get a letter early fall from Chuck Truesdell (new NCSL staff chair) to nominate people (which means appoint) for the standing committees. A lot of directors set the letter aside because they don't know what to do with it. When the letter goes out, Ken suggested Brenda notify NLPES contacts and tell them the letter has gone out.

Wayne said Chuck Truesdell will be at the PDS in Madison to discuss involvement opportunities too.

8:45 a.m. Adjourn. Greg thanked the committee and the meeting was adjourned.

Meeting minutes adopted and approved September 17, 2017