

Executive Committee Meeting

September 19, 2020

9:00 AM – 12:00 PM

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SUMMARY

Members Present: Michael Billings, Hyacinth Mckee (Chair), Steven Nguyen, Mary Tarver

Members Absent: Randall Brown

Guests: Jeff Arseneaux, Kim Basile, Bridget Bergeron, Corhonda Corley, Liz Gary, Charles Michel, Kelly Monroe, Bambi Polotzola, Crystal White

Staff: Ebony Haven, Courtney Ryland

Having a quorum, the meeting was called to order at 9:09 AM.

MOTION PASSED. A motion to approve the [August 9, 2020 Executive Committee Meeting Summary](#) made by Mary Tarver, seconded by Steven Nguyen, passed without objections or abstentions.

Due to technical issues with multiple committee members, the committee recommended recessing for a short amount of time to allow for a possible resolution to these issues so that all committee members have an opportunity to contribute in the selection of proposals.

MOTION PASSED. A motion to recess the meeting and reconvene at 11:00 AM to allow other available committee members to provide input for consideration in the selection of proposals made by Michael Billings, seconded by Mary Tarver, passed without objections or abstentions.

The meeting resumed at 11:00 AM having met a quorum.

The following recommendations were made on the selection of proposals:

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|--|----------------------------|
| 1. Video and Visual Materials | O'Neill Communications |
| 2. First Responder Training | Interaction Advisory Group |
| 3. Employment Seminars | O'Neill Communications |
| 4. Sexual Abuse/Exploitation & Relationship Training | Team Dynamics ** |
| 5. Emergency Preparedness Training | Niagara University |
| 6. Disaster Response Coordination | Trach Mommas of LA |
| 7. Emergency Response Resources | Trach Mommas of LA |
| 8. Supported Decision-Making Training | Arc of LA |

** This proposal was conditionally accepted upon the company providing further clarification of changes needed due to an alleged informational/intellectual property rights issue regarding content used in their training materials.

MOTION PASSED. A motion to notify the selected organizations and enter into contractual obligations associated with their submitted proposal made by Michael Billings, seconded by Steven Nguyen, passed without objections or abstentions.

MOTION TO ADJOURN made by Mary Tarver, seconded by Steven Nguyen passed without objections or abstentions at 11:43 AM.