

Minutes – May 7, 2015

SRC Executive Committee - Steering

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Thursday, May 7, 2015	12:00 pm – 1:30 pm	Rutland VR 190 Asa Bloomer Building Room 146 Rutland, VT 05701 (video conference) and Williston VR 94 Harvest Lane AT Training Room Williston, VT 05495 (video conference)
Meeting called by	Kerry White (Chair) at 12:20pm	
Members Present	Adam Leonard, Sarah Launderville, Diane Dalmasse, Leslie Walker Mitchell and Sam Liss	
Members Absent	none	
SRC Liaison	James Smith, DVR Budget and Policy Manager	
SRC Coordinator	Rebekah M. Stephens	
Interpreters	-----	
Speakers/Presenters	-----	
Facilitator	-----	
1. Today's Agenda		
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Discussion	No discussion.	
Conclusions	Agenda accepted.	
2. Approval of Minutes – March 5, 2015 Committee Meeting		
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Discussion	No discussion. Adam Leonard moved to approve. Sarah Launderville 2 nd .	
Conclusions	Minutes approved.	
Action Items	Person Responsible	Deadline
Upload approved minutes to www.VTSRC.org	Rebekah Stephens	5/15/2015
3. Discussion and Approval of June 4, 2015 SRC Meeting Agenda		
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Discussion	June 4, 2015 full SRC meeting agenda approved with the additions of a 10 minute introduction and welcome and a vote of approval under “WIOA update” of summary of recommendations for public comments hearing on proposed Workforce Innovation and Opportunity Act (WIOA) regulations.	
Conclusions	Rebekah Stephens will amend agenda to include the above additions.	
Action Items	Person Responsible	Deadline
Amend agenda and distribute to full SRC	Rebekah Stephens	5/22/2015
4. Discussion – 8th Annual SRC Retreat – Approval of morning activity suggestions from Terri O’Shea		
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Discussion	The Committee members reviewed the morning activity suggestions from Terri O’Shea: “Introductions, Ice-Breaker Activity: Lost on a Desert Island and Getting to Know Me, Getting to Know You, Getting to Know Us: Collage Activity”.	
Conclusions	The Committee agrees unanimously that the suggestions are great.	
Action Items	Person Responsible	Deadline
Notify Terri O’Shea that suggestions have been approved	Rebekah Stephens	5/15/2015
5. Update – SRC Member Recruitment Efforts		
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Discussion	Rebekah Stephens updated the Committee on the current status of recruitment efforts. Adam Leonard has been reappointed to the SRC. Ben Wimett, Julia Burakian and Spencer Lemons were appointed to the SRC on April 28, 2015. Rose Lucenti is in the process of submitting her application	

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for membership. Olivia Smith-Hammond and Martha Frank have submitted applications for membership.		
Michele Hubert has submitted her reappointment paperwork. Kerry White, Ellen Vaut and Chris Loso have submitted their resignations from the SRC. Sarah Lauderville and Whitney Nichols will be terming off the SRC as of September 30, 2015. Diane Dalmasse suggested Rebekah look into contacting SCORE and RSVP for potential business members.		
Conclusions	Recruitment efforts are on track.	
Action Items	Person Responsible	Deadline
Continue recruitment efforts	Rebekah Stephens	on-going
6. Other Business		
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Discussion	None.	
Conclusions	None.	
Action Items	Person Responsible	Deadline
None	n/a	n/a
7. Adjournment		
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Discussion	Sarah Lauderville moved to adjourn. Kerry White 2 nd .	
Conclusions	Adjourned at 12:15 p.m.	
Action Items	Person Responsible	Deadline
Draft minutes submitted for approval	Rebekah Stephens	6/5/2015
Email draft minutes to Committee members	Rebekah Stephens	6/5/2015
Draft minutes uploaded to website www.VTSRC.org	Rebekah Stephens	6/5/2015
Minutes approved by Committee	Committee Members	9/3/2015
Approved minutes uploaded to website www.VTSRC.org	Rebekah Stephens	9/11/2015