

LMSC Development Committee Meeting Notes 6/26/11

In Attendance: Doug Adamavich (Chair), Lori Payne (Vice Chair), Leianne Crittenden, Doug Garcia, Sally Guthrie, Anna Lea Matysek, Chris McGiffin, Rick Noeth, Barb Protzman, Ellen Tobler, Ed Tsuzuki, Hans Van Meeteren

Housekeeping

- Minutes from 6/12/11 Meeting: Approved with no further changes. Posted in the forums.
- Convention Workshop Changes: The current line-up of workshops for 2011 will remain the same but it is highly likely there will be an open water safety and an insurance workshop added. These two additional workshops will be slotted into the schedule in a place that makes sense. Doug and Ed are working with Rob to finalize the details. For future Conventions, it would be a good idea to leave two open workshop times available for last-minute additions to the workshop line-up.
- Discussion Threads: A few new threads have been added 1) Checklists 2) Suggested 2011 Updates to Minimum Standards. *Please read them and comment.* Suggested updates to the minimum standards would need to be turned into Doug by 7/10/11 and are due to Traci Grilli by 8/1/11 to be included in the Convention packet.

Minimum Standards Surveys

- Review Document: Rev 4 has been sent to the committee.
- Next Actions: There is a Board meeting at the end of July and Ed would like the final document by 7/9/11. Our committee made a motion to accept the report. It was seconded and the committee unanimously approved the Minimum Standards Report Rev 4.

Remediation Procedures

- Review Document: The proposed remediation document was posted on 6/12/11 and currently stands as-is. There has been very little committee feedback on the document. Ed met with the Grievance Committee and there has been some discussion of LMSC bylaws in relation to how a grievance is handled. Our committee had some discussion on whether or not every LMSC can adhere to the exact same grievance procedure and if this was possible given that LMSC bylaws differ. Doug G. said that one of the intentions of the LMSC Task Force is to have grievance policies listed (both local and national) in each LMSC's bylaws. In the next Board meeting, Anna Lea will ask one of the lawyer board members if LMSC grievance policies need to be at the local level or if an LMSC's bylaws can reference the policies listed in the Guide to Operations.

Chris outlined the grievance process. Rick suggested minimizing the parties dealing with an LMSC grievance. The team would be comprised of a group of people, but there would be a spokesperson of sorts that would act as the hub for each LMSC's activity. Sally suggested that there be two people. Doug A. asked Rick to pin-point his thoughts and refine them on the forums. This way, also,

others may contribute to the discussion.

There are 14 hi-risk minimum standards listed thus far. Everyone should comment on this list. Also up for discussion is how the LMSCs should be approached and by whom: a representative from our committee? VP of Local Operations? Zone Chair? A combination of the three?

- Next Actions: Everyone on this committee needs to read, process, and comment on this information so that we may complete this work and approve the document at our next committee meeting.

A motion was made to approve the document that did not pass. It was decided that a few more weeks were needed to allow more committee members the time to review and comment on the work that Chris and his group have accomplished thus far.

Checklist Effort

- Assign Members to Subcommittee: Lori described the checklist as a starting place for each LMSC to determine what it is they need to do and when. Anna Lea stated that this same information is already found in the Guide to Operations, working calendar, and LMSC Minimum Standards and that it would be a duplication of efforts to push this information out in yet another format.

Doug A. suggested that Lori review the Guide to Operations, working calendar, and the Minimum Standards to see if there are holes in one of the three pieces where a task or needed item is not listed. On a related note, Doug A. will start a thread on how to attract volunteers.

- Deadline: Was not discussed.

Next Meeting: Sunday, July 10, 8 pm ET, 877-652-8925, Code 1500.