

Statewide SCIP Implementation Group (SSIG)

8: 30 AM

March 23, 2011

The Florian Gardens

Silverleaf Ballroom

2340 Lorch Avenue

Eau Claire, WI

Meeting Minutes

Attendance

Members

- | | |
|-----------------------------------|--------------|
| • Jennifer Lord | OJA |
| • Jeff Stauber | East Central |
| • Andy Faust | Northeast |
| • Tim Pierce | Southwest |
| • Josh Ripp | Southwest |
| • Tad Matheson | Northwest |
| • Mark Handlin (for John Swenney) | Northwest |
| • Keith Kesler | Northwest |
| • Eric Anderson | West Central |
| • Gene Oldenburg | Southeast |
| • Jill Stoffel | Northwest |
| • David Mason | Northeast |

Charter Review

- Charter is the actual document that was passed to authorize the group.
- One charter covers Regional Councils and statewide SCIP Groups.
- Mission: Insure information from Regional Councils, issues discussed and deemed important, make it up to the Interoperability Council.
- Organizational meeting held on a statewide level.
- Members are chair and vice chair from each regional council, regional coordinator, Jennifer Lord, and OJA representative.
- Information will flow from this group to the Interoperability Council.

Charter Discussion

Tim Pierce: The group will make a motion to decide an initiative on issues of multi-region or statewide importance. Paper gets taken to the IC. The chair would present it but would not have a seat in the IC.

Jennifer: Example - Minnesota and Wisconsin affect multiple areas, put in a switch. West central region wants the switch. It's passed and the Interoperability Council is asked for the funding. It will come to this group on the agenda. Eric asks the group to ask the Interoperability Council to support the switch. While it would not affect every region it would affect three regions. If agreed upon, it would go to the Interoperability Council. Chair, Jennifer or regional person who put forward the idea presents the request.

Elections

Chair and Vice-Chair needed. Mark asked if these are two year terms or staggered, e.g., one position for year for one and the other for two years. Gene recommended that discussion be held at next meeting when more members are available. Jennifer stated there is a quorum. However, the coordinators from some regions are here, not the chair and vice-chair. If you are interested in being chair, vice-chair, or secretary, please submit name to Jennifer with a brief bio. Jennifer will have information available for the next meeting.

Bylaws

The following changes were suggested and will be presented for approval at the next meeting:

Section 5.1 Frequency of meetings. Proposed that it is amended the SSIJ shall meet no less than one time per calendar year, non-teleconference meeting, more often as needed per the state charter. Big issue that needs to be discussed can have a teleconference meeting within a week or two; in-person meeting reserved for 90-day notice.

Section 5.7 B 10 working days or 14 calendar days.

Section 3.2 and 2.2 add secretary (one for vice-chair for initial term and two year terms thereafter; secretary may be two; chair is two years)

Section 5.6 C have to have an open to the public site; statewide video teleconference, have one site open and accessible for attendees. Does not have to be on BadgerNet, can have dial-in available. Keith asked about webinar and putting the presentation on the web and having a dialogue over the phone. AT Conference is per minute, per person.

No action was taken. Bylaws will be updated at next meeting. Action on elections will be done at the next meeting.

Next Steps

Jennifer will send a link to query dates members are available via Doodle. Andy will build a list of e-mail addresses for everyone and build a list serve.

Meeting Frequency & Logistics

Whenever possible, meetings will be held quarterly via teleconference. The next meeting will be during the summer.

Meeting Adjournment

Motion to adjourn the meeting by Tim Pierce, seconded by Keith Kessler. Meeting adjourned at 9:22 a.m.