

Committee Name:	LMSC Development Committee	Session #:	1	Report #:	a
Committee Chair:	Michael Moore	Vice Chair:	Tim Lecrone		
Minutes recorded by:	Sally Dillon	Date/time of meeting:	November 20, 2017 – 5:34 PM PDT/ 8:30 PM EDT		

Motions Passed:

1. N/A

Number of committee members present:	16	Absent:	3	Number of others present:	1
<p>Committee members present (list all, including chair and vice chair): Chair Michael Moore called the meeting to order at 5:34 pm PDT. Also present were committee members; Stacy Abrams, Marcia Anziano, Michael Carlson, Lisa Brown, Linda Chapman, Jerry Clark, Sally Dillon, Mollie Grover, Sally Guthrie, Mary Hull, Bruce Rollins, CJ Rushman, Tim Lecrone, Ed Saltzman and Chris Colburn (EC).</p> <p>Absent: Andrew LeVasseur, Hugh Moore</p>					

Meeting Minutes

1. Michael Moore called the meeting of the LMSC Development Committee to order and gave Introductions and performed Roll Call. Michael thanked all for being on the committee and he appreciates the commitment and work that we do. If we find that we cannot contribute, please let him know; don't just disappear.
 - 1a. Sally Dillon volunteered to take notes.
2. Practices and Standards – Linda is the subcommittee chair. She noted that we decided at convention to start the standard's cycle on February 1. In anticipation of that, she has suggested that an email go to chairs and treasurers letting them know that the survey is coming up and indicate the standards that are most frequently missed. She suggests a few questions be re-written to better represent the standard. Michael said that it is a good chance for the zone chairs to get to know their LMSC chairs. He encouraged them to reinforce some of the goals with the standards. Linda will prepare the information and send it to the Zone chairs so they can send it to the LMSC Chairs. The Zone chairs need to be familiar with the LMSC chairs. They also need to be familiar enough with the standards to explain the "why" and provide that information. Linda said the top ones are related to requirements for non-profits. Linda will send a complete email that will provide the necessary information. Michael has developed an accurate list of email addresses for the LMSC officers.
 - Conduct an LMSC Standards Survey (February 1-March 1)
 - Propose modifications to LMSC Standards Policy – include remediation.
 - P&S owns setting schedule for both.
3. Mentoring – Lisa Brown is the subcommittee chair.
 - Active Mentoring - Working with LMSCs
 - Peer-to-Peer Teleconferences – hold at least 10 during 12 month period – Jerry has been chairing but is looking for someone to help. He is concerned that the information is not getting distributed. Sally suggested sending the notes to those holding those positions across USMS. Michael said he has access to the email lists for the various LMSC positions.
 - Second Tuesday of the Month
 - Send out information six weeks in advance
 - Write up message to send out to P2P Participants -
4. Education – Tim Lecrone
 - Webinars are held quarterly

Workshops at Convention (will hear in February on number) – Tim is seeking ideas; what interests the HOD; the BOD provides this info from convention survey. He thinks there might be a theme for the workshops in 2018. Linda suggested that there could be a question placed in the standards survey that would solicit ideas for workshops. Tim thinks Jessica put that in the convention survey.

5. Resource the subcommittees – Michael asks that people let him know which subcommittee they would like to join. He will be calling committee members.

P&S: Linda Chapman

Education: Tim Lecrone

Mentoring: Lisa Brown

6. Receive proposed amendments to Zone and LMSC Boundaries; let Michael know if there are any boundary issues within your Zones.

7. Set committee meeting schedule

Last year Mondays in odd months – continue with this schedule? Michael will send a doodle message to determine meeting dates in January, March, May, and July.

8. New Business – none

MSA to adjourn at 6:25

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The next LMSC DC meeting will take place on , January 20th at 5:30 pm PDT, etc.

It was MSA to adjourn at 6:35 pm PDT

LMSC Development Committee

507.1.6 - LMSC Development Committee—The LMSC Development Committee shall work to strengthen LMSC governance and operations by providing educational opportunities and mentoring for LMSC boards and officers. The committee shall provide support for LMSCs. The committee shall review and identify LMSCs that are not meeting LMSC standards as needed by the Board of Directors and assist them in achieving compliance. The committee may consult with other committees, coordinators, and special appointments as necessary for this purpose. The committee may initiate and shall receive, consider, and report proposed amendments to Appendix D: Zone and LMSC Boundaries, with the committee's recommendations, at the annual meeting of the House of Delegates, in accordance with the provisions of Part 6. The committee shall consist of the committee chair and sufficient members to execute the committee function.

601.1.2 LMSC Development Committee—Proposed changes to the Code of Regulations (Appendix D: Zone and LMSC Boundaries) shall be considered by the LMSC Development Committee for report and recommendation to the House of Delegates.

Submission Deadline—The deadline for changes submitted by an LMSC to the chair of the LMSC Development Committee is February 1 to be considered as described in article 601.4.4.
