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Maine Welfare Directors Association  
Local Government Center • 60 Community Drive, Augusta, Maine 04330

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MWDA Strategic Planning Session Agenda

July 19, 2019 – 9:00 AM – MMA Building, Augusta

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Roll call: Jay Feyler, Stacey Parra, KaTina Howes, Harrison Deah, Rindy Fogler, Kristen Barth, Melissa White (MMA), Joyce Pratt, Denise Murray.

Absent: Randy White, Ellen Moore.

Guest:

President Rindy Fogler called the meeting to order at 9:00am.

1: Welcome new Board members:

- Ellen Moore (Milo)
- Denise Murray (Waterville)
- Joyce Pratt (Leeds)

2: Review Officers duties

- 10am signing Bank resolution form
- Officer signatures – President, VP, Treasurer
- Newsletter

3: Administrative Guide Updates (Copies will be there for everyone)

4: Spring Seminar Review

- Discussion of 2020 location. Having the event in Southern Maine typically doesn't work with costs and attendance. The group discussed going to Hollywood Casino for 2020, April 27<sup>th</sup> and 28<sup>th</sup> and would like them to work on better meal options. The group discussed the revenue received.
- Review of 2019 evaluations
- MMA will begin to send the entire board all evaluations
- Discussion of 2020 Spring Seminar topics, Asylum Seekers, Passport/Visas,

5: GA Basics/Advanced GA workshops in October 2019

- Finalize brochures to begin marketing
- Discussion of presenters and staff. GA Basics - Basic Power Point – Kristen & Rindy, GA Application – Stacey and Randy, Confidentiality – Stacey, Basic Fact Pattern Stacey & Randy,

## Approved

Forms - Kristen. Jay confirmed that Randy will present. Stacey will begin to track each workshop agenda and who presented.

Advanced GA – Advanced Fact Pattern - Randy

Burials – Kristen

Immigration – Harrison

Workfare – Rindy & Harrison

Sara Russell pending – if needed. Kristen & Rindy will advise.

Food for Day 1 – Antonia's - Pizzas Cheese, meat, veggie, gluten free and salad, chips. Stacey dessert platter and drinks for both days.

Food for Day 2 – Subway lunch, cookie platter.

Breakfast items – Coffee, juices, continental breakfast. Coffee Dunkin – Kristen, Stacey will order breakfast items for both days, Rindy will have the breakfast items for day 2 as Stacey will not be attending. Kristen will bring back the drinks.

Bring trash bags for both days.

Melissa will order lunch both days and use her MMA credit card.

- Date change of October 25<sup>th</sup> board meeting. Proposed date October 9<sup>th</sup>.

6: Review profit/loss from each class last year

7: Set dates and create agendas for 2020 workshops – will table this to the October meeting.

8: Legislative Committee reports – no new updates at this time.

9: Finance Reports – Reviewed the financials as of December 31, 2019.

10: New Member coupon

Motion made by Jay Feyler to accept the new member coupon as drafted, seconded by Stacey Parra, all approved.

11: Liability Insurance - The group discussed and determined they will not purchase the liability insurance at that time.

12: Other business

- MWDA session at the 2019 MMA Convention
- MWDA will have a session and Rindy will take the lead, most likely will do GA Basics. Stacey will assist her on October 3<sup>rd</sup>.
- Website – Executive board minutes on website – with a landing page under the Executive Board link, no longer having the PDF, having that as a link with minutes and agendas. Annual minutes would go in the other location.

Motion made to approve the Strategic planning minutes from July 20, 2018 made by Jay Feyler, seconded by Kristen Barth, all approved.

Secure password area for membership items – Melissa will check on. And website update/upgrade.

## Approved

- By-Law correction. Membership will have to approve the membership rate change at the Spring Seminar- retro dates to July 1, 2019.
- Jay Feyler reported on the cell phone allowance information provided by MMA's legal department. The information was sent out to the Executive Board.

Motion made by Jay Feyler, to adjourn the meeting, seconded by Stacey Parra, all approved to adjourn the meeting at 12:28pm.