



(Secretary)

14 March 2024

All Productivity Board Members

**GENERAL PRODUCTIVITY BOARD (PB) MEETING
HELD LEGISLATIVE BUILDING - 14 MARCH 2024**

ATTENDEES:

| | |
|-----------------------------------|--------------------------|
| Chair: Amanada Doyle (non-voting) | Mandeep Kaundal (absent) |
| Mia Navarro (non-voting) | Shad Bell |
| Miranda Cavender (non-voting) | Jen Gilliard (absent) |
| Pete Kmet | Greg Mennegar |
| Ashley Fueston (absent) | Liz Morris |
| Sybill Hyppolite | Kirk Kirkland |
| Dave Junius | Shelby Saylor |

INTRODUCTORY REMARKS

A motion to call the meeting to order at 1100 hrs. was ordered. The motion was put forward by Pete Kmet and seconded by Shad Bell. **MOTION CARRIED.**

| <i>DISCUSSIONS</i> | <i>ACTION BY</i> |
|---|-------------------------|
| <u>CHAIR WELCOMED ALL MEMBERS</u> Introductions and round table, Board Chair thanked all members for their support and participation. | <i>NIL</i> |



| <i>DISCUSSIONS</i> | <i>ACTION BY</i> |
|---|---|
| <p>Board Program.</p> <ul style="list-style-type: none"> The Productivity Staff discussed the process for reporting suggestions and the requirement to choose two evaluators prior to each meeting. These two members will be responsible for reviewing each docket and briefing the group. This function will be rotated to ensure shared responsibility. The PB staff is currently working on a process for presenting Board reports, Shad Bell asked if the board could see all suggestions, not just those that go to evaluation. <p>MOTION CARRIED.</p> | <p><i>PB Staff Members</i></p> |
| <p><u>BOARD TRAINING REQUIREMENTS</u></p> <ul style="list-style-type: none"> Executive Ethics Board Presentation OPMA Training Status Values Assessment The Ethics Board presentation will take place at our next meeting. This training is a MUST attend. The chair reminded all board members to complete the OPMA training. The Secretary is looking into the availability and cost of a values assessment for the board. | <p><i>Productivity Board Supervisor</i></p> <p><i>Secretary</i></p> |
| <p><u>NEXT MEETING SCHEDULE</u></p> <ul style="list-style-type: none"> The issue of meeting regularity was raised, the Productivity Board staff will work with board members to establish a proper meeting cadence. A plan will be determined at the next board meeting. Another board meeting will be scheduled in April to finalize board structure and roles and responsibilities. | <p><i>Secretary</i></p> |



| <i>DISCUSSIONS</i> | <i>ACTION BY</i> |
|---|-------------------------|
| NIL | |
| <u>CLOSING REMARKS</u> The Chair thanked all members in attendance for their commitment and attention to detail. The board members thanked the PB Staff for all their efforts to date, including setting the foundation for a successful partnership. | N/A |

ADJOURNMENT

There being no further business to discuss, the CHAIR made a motion to adjourn. The motion was seconded by Pete Kmet. **MOTION CARRIED.**

Time of adjournment 1200 hours.

Elizabeth Morris
Elizabeth Morris
Board Secretary
Office of the Secretary of State
Date: 22 March 2024