# Executive Staff Meeting, Agenda Items for 1/20/16

## Meeting Details

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| **Facilitator:** | **Jim Thomas** |
| **Reminders:** | |
| **Last Meeting's Action Items/ Issues/Decisions** | |

## Attendees

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|---|---|---|
| Anna Canning | Evelyn Mason | Keith Hobbs |
| Dave Claycomb | Garth Taylor | Scott Williams |
| David Langhorst | Jennifer Okerlund | Steve Martin |
| ~~David White~~ | Jim Thomas | Tammy Kolsky |
| Debbie Hoopes | *Minutes:* | Betty Mills |

## Director Action Items or Updates

| | | Communicate to Staff |
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| **Agenda Item** | Director update: Attended conference on Endangered Species Pitched the purchase of Horsethief Reservoir to the Governor and Brad Little. They were supportive of this idea. | ☐Yes |

## Program Manager Agenda Item

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| **Name:** | Tammy Kolsky |
| **Agenda Item:** | Software Demonstration |
| **Description:** | The purpose of this presentation is to look at one option of how service provider software could potentially address the needs of the Registration unit as well as those of the reservation program. Presentation to occur via Skype starting at 10:30. |
| **Purpose:** | X Information Only ☐Decision ☐Discussion |
| **Timeframe Needed:** | 1.5 hrs. |
| **Communicate to staff:** | ☐Yes |
| **Board Meeting Item?** | ☐Yes |
| **Summary Document included** | ☐Yes; provided in notes section below. |
| **Attachments:** | No |
| **Follow Up?** | Responsible: Varies Action Item: Yes |
| **Notes:** | PowerPoint presentation via Skype was provided to the ES. Additional feedback will be provided at a later date. |

## Program Manager Agenda Item

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|---|---|
| **Name:** | Scott Williams |
| **Agenda Item:** | Review proposed IT Policy |
| **Description:** | A new IT policy and checklist have been drafted and need to be reviewed and approved by exec. staff. |
| **Purpose:** | ☐ Information Only ☒ Decision ☐ Discussion |
| **Timeframe Needed:** | 5 Minutes |
| **Communicate to staff:** | ☐ Yes |
| **Board Meeting Item?** | ☐ Yes |
| **Summary Document included** | ☐ Yes; provided in notes section below. |
| **Attachments:** | No |
| **Follow Up?** | Responsible: Varies Action Item: Yes |
| **Notes:** | DRAFT IT Policy was reviewed by ES and suggested changes were provided. |

**Other Meeting Notes:**