

**Joint Council Board Meeting  
January 9, 2008  
In Person**

**Attendees:** R. Gibson, H. Stultz, S. Cox, T. DiFilipo, J. Rolsky, A. Schlicht, J. Ruben, P. Singer, R. Pearlman, K. Sacco, L. Wetterberg, N. Fox, J.Sciortino, K. Wallace, D. Murphy-Scheumann

**Call to Order & Agenda:** R. Gibson at 9:16 AM EST

**Staffing:** T. DiFilipo

Volunteer

Sally Shea is volunteering around 20 hours/week and focusing her efforts towards the CAFI initiative, which is a position within DOS. Working on applying for a grant that would provide seed money to create a program based on academics and metrics.

Personnel Vision for the Future

Current and anticipated staffing structures were reviewed. The Executive Director position will not be filled but those responsibilities will be redistributed to some new and some existing positions.

**Internal Policies & Procedures:** T. DiFilipo

Outstanding Complaints

**MOTION: To appoint Meghan Hendy to the review committee.**

**R. Pearlman MOVED/ J. Rolsky SECONDED                      PASSED Unanimously**

Complaint Policy

The intent of the review committee is to make a determination regarding what, if any, Joint Council standards have been violated, to what degree and recommended action that Joint Council should take.

Executive Director in Bylaws

Rick will send out recommendations for name change from ED to CEO and President to Chair to the BOD this week for comment and review.

**Strategic Plan Review:** T.DiFilipo

Staff are back in possession of changes made to the strategic plan in August that were lost due to data corruption and will be moving forward.

**2008 Conference:** J. Ruben

Board Meeting

There will not be a formal board meeting.

Role of the Board at Conference

Joelle will share board responsibilities during the March conference call. **THE BOARD IS RESPONSIBLE TO BOOK THEIR OWN HOTEL ROOMS FOR THE CONFERENCE.**

2011 & 2012 Conference

Joelle has been working with Jean Marie Kline to organize future conferences. 2009 is in Indianapolis and 2010 is in Baltimore. RFP's will be going out to Chicago, Minneapolis, Reno, San Antonio, San Diego and St. Louis. Hilton Alexandria Mark Center and the Gaylord Hotel that has newly opened.

**Overflow Items:** BOD

Listserv Concerns

*China*

Will contact the caucus chair to draft a letter to CCAA to address concerns related to the slow-down.

Standards of Practice

Further discussion was held regarding revising the SOP by 2009 rather than 2008. For a first step is to review content and modify anything below Hague standards to Hague standards.

Next Board Meeting

A board call will be held February 13, 2008 at 3PM EST.

**MOTION: To adjourn the meeting at 12:08 PM EST.**

**L. Wetterberg      MOVED/ N. Fox SECONDED      PASSED by Majority**

Respectfully Submitted,

Heather Stultz, Secy

**Action Items:**

1. T. DiFilipo – inform review committee of board’s intent regarding the wording of the complaint policy.
2. R. Gibson – submit bylaw language changes to the board.
3. BOD – comment and vote on proposed bylaw language changes.
4. J. Ruben – share board responsibilities during March board call.
5. Staff – contact China caucus chair to draft bullet points for letter to CCAA.
6. N. Fox & T. DiFilipo – draft post for membership regarding appropriate posting.
7. N. Fox & J. Rolsky – review current SOP to revise sub par standards to Hague language.

**Open Action Items from January 8, 2007:**

1. Staff – notify membership that dues can be broken into quarterly payments.
2. Development & Finance Committee – develop charters.
3. BOD – develop presentation for proposed bylaw change.
4. Staff – post proposed by-law change on members-only site.
5. A. Schlicht – prepare NCFA/ JCICS member analysis for February board meeting.
6. Finance Committee – set membership rate for state licensing bureaus.
7. Development Committee – investigate existence of organization representing state licensing adoption professionals.
8. Staff – finalize annual report.
9. Staff/BOD – determine who will coordinate conference caucus meetings.
10. J. Rolsky, N. Fox & J. Sciortino – review Golden Cradle model and craft ethical practice statement.
11. BOD – further discuss revising the SOP to incorporate current Hague standards.

**Open Action Items from July 11, 2007:**

1. R. Gibson, J. Rolsky, D. Murphy-Scheumann – examine the expansion of employee healthcare benefits.

**Open Action Items from May 8, 2007:**

1. T. DiFilipo, J. Peterson & R. Gibson – draft proposed language changes for by-law and policies/procedures that address the incorporation of the CEO title.

**Open Action Items from April 13, 2007:**

1. T. DiFilipo – email investment policy to the board for a vote.
2. BOD – acknowledge receipt, give comment and vote on proposed investment policy.

**Open Action Items from January 23, 2007:**

1. J. Rolsky, J. Sciortino & Staff – solicit members to work on SOP Committee and submit enhancements for board vote.

**Open Action Items from September 19, 2006:**

1. Staff and/or Education Committee – investigate post-adopt resources by state.