PROCEEDINGS: 69th Annual Conference HSFO
In Re: Opening the Human Services Umbrella For Finance and Families Annual Business Meeting

DATE: August 3, 2016
TIME: 3:15 – 4:45 PM
BEFORE: NASHSFO Board

PLACE: Westin Hotel Harbour Island
4725 South Harbour Island Blvd,
Tampa, Florida 33602

REPORTED BY: Dana L. Stockton, RPR

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NASHSFo BOARD:

VONNETTA ALLENBAUGH, PRESIDENT, Oklahoma

CONITHA KING, SECRETARY, Alabama

MICHELLE GROSE-BRAY, Alaska

JASON SANCHEZ, New Mexico

SCOTT CARSON, Arizona
AGENDA

CALL TO ORDER BY PRESIDENT  

ROLL CALL AND DECLARATION OF QUORUM BY SECRETARY

READING OF MINUTES

BOARD REPORTS

Historian Report

Treasurer Report

COMMITTEE REPORTS

Arrangements Committee

Program Committee

Audit Committee

Regional Coordinators

Membership Committee

Sponsor Development Committee

Resolutions Committee

Marketing and Communications

Time and Place Committee

Training Committee

Continuing Education Committee

Federal Issues Committee

Nominating Committee

Bylaws Committee

Vote on proposed Bylaws changes (e-mailed to members on 06-24-16 and posted to Members Only section of
HSFo website

A) Article V, Amend Section 6
B) Article VI, Amend Section 1 and Amend Section 2
C) Article III, Amend Section 1
D) Article IX, Amend Section 1, Amend Section 2, Amend Section 3
E) Article XI, Amend Section 1 and Add New Section 2, Renumber Section 2 to Section 3

UNFINISHED BUSINESS

A) Sub-Committee Update Website RFP 66
B) Sub-Committee Update-Member Survey 68

NEW BUSINESS 70

ADJOURNMENT 71

CERTIFICATE OF REPORTER 72
P-R-O-C-E-E-D-I-N-G-S

PRESIDENT ALLENBAUGH: All right. We're going to get started and call the meeting to order.

Thank you all for being here. This is a very important part of our conference each year at the Annual Conference.

So what we do initially is explain the voting member rules, especially for those who are new to this process.

Only the voting members that are recognized during roll call from member agencies can make motions or second motions.

We ask for the reports to be delivered from the microphone and podium.

When you make a second or a motion, please state your name and the agency that you're representing. We will give the court reporter a list at a later time, so she'll be listening phonetically and then we'll follow up with a written list.

Please try to make motions and seconds to move this along as we can. We're not trying to shorten the process, but we do have an event coming up. So we appreciate that.
At this time I'm going to ask Secretary King to do roll call.

SECRETARY KING: Okay. Alaska Department of Health and Social Services?

MRS. GROSE-BRAY: Michelle Grose, here.

SECRETARY KING: Alabama Department of Human Resources. Conitha King, here.

Arkansas Department of Human Services?

MRS. COUTU: Tina Coutu, here.

SECRETARY KING: Arizona Department of Economic Security?

MRS. BLYTH: Roberta Blyth, here.

SECRETARY KING: Arizona Department of Child Safety?

(Whereupon, there was no response.)

SECRETARY KING: DC Department of Health Care Finance?

MRS. CHAUDHORI: Sumita Chaudhori, here.

SECRETARY KING: Georgia Department of Human Services?

(Whereupon, there was no response.)

SECRETARY KING: Indiana Department of Child Services?

MRS. DEGNER: Robin Degner, here.

SECRETARY KING: Kentucky Cabinet for
Health and Family Services?

MRS. GEHRING: Amanda Gehring, here.

SECRETARY KING: Louisiana Department of
Children and Families Services?

MRS. HARRIS: Etta Harris, here.

SECRETARY KING: Louisiana Department of
Health and Hospitals?

MRS. REEVES: Cindy Reeves, here.

SECRETARY KING: Maryland Department of
Health and Mental Hygiene?

MRS. MCDONALD: Michelle McDonald, here.

SECRETARY KING: Maryland Department of
Human Resources?

MR. MBANEFO: Patrick Mbanefo, present.

SECRETARY KING: Minnesota Department of
Department of Human Services?

MR. KONG: Jimmy Kong, here.

SECRETARY KING: North Carolina Department
of Health and Human Services?

MRS. KELLY: Christal Kelly, here.

SECRETARY KING: North Dakota Department
of Health?

MRS. WIESZ: Brenda, Wiesz, here.

SECRETARY KING: New Mexico Human Services
Department?
MR. SANCHEZ: Jason Sanchez, present.

SECRETARY KING: Nevada Washoe County Social Services?

MR. COMEAUX: Diane Comeaux, present.

SECRETARY KING: Ohio Department of Job and Family Services?

MRS. BALLenger: Susan Ballenger, here.

SECRETARY KING: Ohio Department of Medicaid?

MR. MOORE: Travis Moore, here.

SECRETARY KING: Oklahoma Department of Human Services?

MR. BRATTON: Jesse Bratton, here.

SECRETARY KING: Oregon Department of Human Services?

MR. BLACKBURN: Randy Blackburn, here.

SECRETARY KING: Tennessee Department of Human Services?

(Whereupon, there was no response.)

SECRETARY KING: Virginia Department of Medical Assistance Services?

(Whereupon, there was no response.)

SECRETARY KING: Vermont Agency of Human Services?

MRS. CLARK: Sarah Clark, here.
SECRETARY KING: Wyoming Department of Family Services?

MR. BAIRD: Nick Baird, here.

SECRETARY KING: And Idaho Department of Health and Welfare?

MRS. OSBORNE: Jodi Osborne, here.

SECRETARY KING: Okay. Thank you. Madam President, we have a quorum.

PRESIDENT ALLENBAUGH: Thank you.

At this time from the voting members I would like to ask for a motion to adopt the agenda that's in your book, please.

MRS. WIESZ: Brenda Wiesz, I would move.

PRESIDENT ALLENBAUGH: Okay. I have a motion. Do I have a second.

MR. BRATTON: Second, Jesse Bratton.

PRESIDENT ALLENBAUGH: Thank you. All those in favor?

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed?

Motion carried. Thank you.

First of all, I'd like to thank arrangements Chair Deena Brown for setting up this meeting so well and her team. There will be lots of other thank you's later, but we
appreciate you getting this meeting set up.

I also want to acknowledge our corporate members. We have PCG, who sponsored the Monday night sweets we enjoyed up in hospitality.

And we also have additional support beyond just the corporate membership from Cenpatico and PCG. So we want to be sure that we acknowledge and appreciate them.

Also, Secretary King, Chris Smith of Oklahoma, and Jesse Bratton of Oklahoma, helped in preparing these meeting booklets. So we appreciate their help on that, too.

At this time we'll ask for Secretary King to read the Minutes from our spring business meeting.

SECRETARY KING: The Minutes from the Spring planning meeting have been posted on the HSFo website in accordance with the Bylaws, at least 30 days in advance of the meeting. And at this time I propose that we dispense with the meeting of the minutes in their entirety and adopt them.

And I make a motion.

PRESIDENT ALLENBAUGH: I have a motion to accept the Minutes proposed from Secretary
King. Do I have a second?

MRS. WIESZ: Second, Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Thank you. I have a motion and second. All those in favor? Any discussion.

All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, nay?

Thank you. Motion carried. Thank you.

Next report is the Historian Report given by Michelle Grose-Bray of Alaska.

MRS. GROSE-BRAY: Madam President, the Executive Board Committee Chairs and other HSFO Members.

The National Association of State and Human Finance Officers (HSFo) held its 68th Annual Conference and Business Meeting in Sparks, Nevada from July 27th through July 30th, 2015 with President Dague Clark presiding.

The John Ascuaga Resort Hotel was the location for the president's reception, conference, banquet and business meeting.

This conference was self-hosted by the
HSFo past presidents and members of the 2015 conference arrangements committee.

The 2015 conference consisted of a Sunday afternoon workshop on leadership, communications conducted by Marnie Green.

23 traditional conference sessions resulting in 29.5 CPE hours. Topics covered national legal issues, Medicaid topics, Title IV E, TANF, Federal change updates and cost allocation topics, IT systems and maximizing Federal revenues.

Overall, the combination of quality presenters delivering the most current information on complex -- on cutting-edge topics provided valuable educational content to all attendees.

As a result of the program evaluations, the positive -- positive evaluations were regarding the conference sessions.

There were a 134 conference attendees, including 66 HSFo member agencies, 19 corporate members, four nonmembers, one federal employee and 25 speakers with 19 guests.

The 2015 HSFo followed a slightly different format from previous conferences.
The conference was held over three-and-a-half days. This schedule change required three longer days with only a half day on Thursday. The conference special event started at 4:00 p.m. Tuesday, July 28th at Virginia City, Nevada.

Our planning meeting. We had a Fall planning meeting in Montgomery, Alabama and it ran from Saturday, December 12th through December 16th in Montgomery, with President Vonnetta Allenbaugh presiding.

The planning/business meeting was hosted by Mrs. Conitha King at the Montgomery Embassy Suites. The meeting was productive and enjoyed by all. The appreciation dinner was held Monday, December 14th, at the Central Restaurant.

Attendance in Montgomery, Alabama totaled 38. The breakdown of the 31 registrants included 27 members, one nonmember agency, two corporate members and one conference sponsor participating in daily meetings. Additionally, seven guests were in attendance.

The daily meeting consisted of executive board, planning, program and training.
The Spring 2016 planning meeting was held in Burlington, Vermont. It was from Saturday, April 23rd through Wednesday, April 27th, with President Vonnetta Allenbaugh presiding. The planning and business meeting was hosted by the State of Vermont with assistance with past President Nancy Clermont at the Hilton Gardens Hotel.

Attendance in Burlington totaled 40. The breakdown of the three registrants involved 27 members, four corporate sponsors and 10 guests. The daily meetings consisted of executive board, planning, program and training.

The trainings: Following the 2015 Annual Conference, HSFo has held several trainings on cost allocation, advanced cost allocation and child welfare. The majority of the training sessions had the maximum participants permitted.

Madam President, it has been both a privilege and a pleasure to serve as the Historian for HSFo this year. I would like to take this opportunity to thank you everyone for their support and guidance, as I look forward to my continued active involvement with the
organization for what I hope is many years to come.

This concludes my report and I move for its acceptance.

PRESIDENT ALLENBAUGH: I have a motion to accept the Historian report. Do we have a second?

MR. BRATTON: Second, Jesse Bratton, Oklahoma.

PRESIDENT ALLENBAUGH: Thank you. I have a motion and a second. Any discussion?

All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Thank you, Michelle.

Next we have our Treasury Report by Jason Sanchez of New Mexico.

MR. SANCHEZ: Good afternoon. It's great to be up here before you all. In your actual packet there's a handout, a single sheet front and back that actually is our financial information and I'm just going to hit some of the highlights, unless there's specific questions.
One quick note. This is as of 7/28 of 2016. And we have various levels of income from administrative, planning meeting, conference and training income that total $206,819.95.

Over that same period we also had expenses from those same categories; planning meeting, conference expenses, training expenses and administrative expenses totally $151,163.25, for a net income of $55,656.70 for the period beginning from 12/1/2015 through 7/28/2016.

So turning to the back sheet, which is, in fact, our Balance Sheet. As of 11/30/2015, which is the end of our fiscal year, we had totality liabilities and equity of $257,000 -- $257,237.04.

And taking into account the activity that has occurred through 7/28/2016, that leaves us with total liabilities and equity of $312,894.74.

This concludes my report and I move for its acceptance.

PRESIDENT ALLENBAUGH: I have a motion to accept the Treasury Report. Do we have a second?
MRS. HARRIS: Etta Harris, second.

PRESIDENT ALLENBAUGH: Thank you. Any discussion?

All those in favor of accepting the report signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Thank you. Motion carried. Thank you, Mr. Sanchez.

I want to recognize the State of Tennessee just entered the room also. So do we have a name? Can we get a name.

MR. SHYERS: Wynfield Shyers.

PRESIDENT ALLENBAUGH: Thank you for joining us.

Our next section is reports from standing committee. We have next our Arrangements Committee Report by Chair Deena Brown of Oklahoma.

MRS. BROWN: Madam President, members of the board, HSFO volunteers have successfully hosted the 69th Annual Conference of the National Association of State Human Services Finance Officers from July 30th, 2016 through August 4th, 2016 at the Westin Harbour Island
Hotel in Tampa, Florida.

This year's conference included 187 registered attendees comprised of the following: 152 individuals attending daily sessions, 27 guests and eight youth. These numbers include speakers and volunteers.

We have 10 HSFo corporate members supporting the conference, including Amerigroup, Cenpatico, CGI, IVA Consulting, Mercer, Myers and Stauffer, Navigant, Public Consulting Group, Health Management Associates and Sivic Solutions Group.

The sessions and events have been well-attended. The conference special event will take place later this evening and we expect it will be fun, a fun event with many opportunities to network with others.

Tomorrow we will wrap up the sessions and attendees will enjoy an annual conference banquet tomorrow evening.

Madam President, this concludes my report.

I would request that someone moves for its acceptance.

PRESIDENT ALLENBAUGH:  Do I have a motion for acceptance?
MRS. WIESZ: Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Thank you. We have a motion. Do we have a second?

MRS. BALLenger: Susan Ballenger, Ohio Department of Job and Family Services.

PRESIDENT ALLENBAUGH: We have a motion and a second. Any discussion?

I would just like to thank our arrangements chair and the entire Team Tampa for what has already been an incredible conference, and with more fun to come.

And you've done a great job. And it's not easy to self-host. And there's so many details. You have a great team and a lot of volunteers. And I know everyone here joins me in saying a great job.

All right. I have a motion. A second. Any other discussions?

All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have our Program Committee Report. Margaret Wahrer, Kentucky. Our Program Chair had to leave early but her entrusted friend,
Amanda Gehring is here to present her report.

MRS. GEHRING: Madam President and members, the conference program had 33 speakers and presenters. The program covered topics from IV E and Child Welfare, Medicaid Services, Substance Abuse, the aging population, SNAP and TANF. We also incorporated Views from Washington, Legal Issues, cost allocation and revenue maximization and had a CPA session on Sunday.

The speakers were a wide-range of Federal, State, corporation sponsors -- corporate sponsors and some of our own membership.

This was a very ambitious program and it's success is due to the help and input from the members of the program committee and leadership.

This concludes this report and I ask for its approval.

PRESIDENT ALLENBAUGH: We have a motion to accept the Program Committee Report. Do we have second?

MRS. REEVES: Second, Cindy REEVES.

PRESIDENT ALLENBAUGH: Any discussion?

Well, I had the ability to recognize --
thank you, Amanda.

I had the ability to recognize Margaret Wahrer while she was still here when we had our appreciation dinner Saturday. Typically that happens on Thursday evening at the banquet. And somehow she and I didn't connect yesterday while the whole group was here and I regret that. But I know that it's been a fabulous program and I know that you also join me in thanking Margaret. And Amanda will pass along the recognition here this week to Margaret for us.

All right. Any other discussion?

All those in favor of accepting the Program Report signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have the Audit Report by Jesse Bratton of Oklahoma.

MR. BRATTON: Madam President, board members, regional coordinators, past presidents and guests. The audit of the HSFO financial records for the period of December 1, 2014 through November 30, 2015 is complete. The
audit encompassed 100 percent of the
transactions for the December 2014 Fall
planning meeting held in Tampa, Florida; the
April, 2015 Spring planning meeting held in
Oklahoma City, Oklahoma; the July, 2015 annual
meeting held in Sparks, Nevada; the financial
records maintained by Mr. Richard Humiston, and
all other transactions that occurred during the
audit scope.

Based on review of the financial records
and transactions, no materials variances or
internal control weaknesses were found;
therefore, it appears the financial records and
transactions were accurate and were supported
by adequate documentation.

In addition, the interim controls of the
organization appear to be satisfactory.

To address any immaterial variances and
other issues, a management letter will be
addressed with the HSFo Executive Board.

This concludes the Audit Committee Report
and I make the motion for the acceptance of
this report.

PRESIDENT ALLENBAUGH: We have a motion to
accept the Audit report. Do we have a second?
MRS. HARRIS: Etta Harris, second.

PRESIDENT ALLENBAUGH: Thank you. Any discussion?

Thank you for a great job auditing this year, Jesse. I know our contract accountant did come and has been extremely complimentary of Jesse's work and we appreciate it. I think it's super important of the organization and I think we can all feel really comforted by the work that they have done. So I appreciate that.

We have a motion and a second. All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have our Regional Coordinators Report by Hank Fitzer of Maryland.

MR. FITZER: Madam President, it is my pleasure to give this report on behalf of four regional coordinators.

Before we get into it, I should comment, and I mentioned this in the report, that the report was written and submitted on July 5th.

Probably the first thing I should do is
correct the date. I think at that time, August 2nd was being considered as a possibility for the business meeting. So this should be August 3rd.

The other thing is that a number of things have occurred since July 5th, which I will comment on as I go through this.

Since the 2016 Spring Business and Planning Meeting in Vermont in late April, and as of the July 5th writing of this report, several conference calls were arranged inviting participation by the four Regional Coordinators. Those are Jesse Bratton, myself, Hank Fitzer, Christal Kelly and Tara LeBlanc, and the marketing and Communications Chair, Roberta Blyth, and the Membership Chair, Chris Smith.

The purpose of these calls was to, number one, focus efforts on promoting attendance at the Annual Conference. And later on, more recently, do preliminary outreach for the Cost Allocation Advanced training to be offered in Oklahoma City in late September.

As of the writing of this report, again, July 5th conference, the conference appears to
be doing well. The conference registration
appears to be doing well. There were some
agencies whom making follow-up contacts in
early July to encourage attendance, and that
was done.

Our immediate training focus is on Cost
Allocation Advanced to be offered in Oklahoma
City in late September.

In July, I mentioned here in July, we plan
to individually contact each attendee who
participated in the May 2016 Cost Allocation
Basics Training in Oklahoma City to encourage
their participation in this next level of Cost
Allocation training. I should comment that we
did individually contact those attendees by
mid-July.

By mid-August, shortly following the
Annual Conference, we plan to follow up with a
second round of individual contacts for that
training.

Also, following the Annual Conference, we
plan to use the same outreach methods to
promote the November, 2016 offering of Child
Welfare II in Baltimore.

Those who attended the Child Welfare I
training in Baltimore this past April will be
individually contacted and encouraged to take
advantage of this opportunity to expand their
child welfare training.

Many thanks to Christal, Tara, Roberta,
Chris and Jesse for their continued efforts in
promoting HSFo.

This concludes my report.

PRESIDENT ALLENBAUGH: Do we have a motion
to accept the report for the Regional
Coordinators?

MRS. HARRIS: Motion to accept the report,
Etta Harris.

PRESIDENT ALLENBAUGH: Thank you. We have
a motion. Do we have a second?

MRS. BALLENGER: Susan Ballenger, Ohio
Department of Job and Family Services.

PRESIDENT ALLENBAUGH: Thank you very
much. Any discussion?

I can't say enough about what the Regional
Coordinators have done as a group. And then,
also in conjunction with the Membership Chair
and the Marketing Communications Chair. It has
been phenomenal, the outreach they have done.

You know, we all have full-time jobs. And
to do all that extra work on top of that has been amazing. And I think that has resulted in some really great numbers for the attendance at the conference, and along with other efforts.

But I also just wanted to mention that all the Regional Coordinators had commented about their appreciation for Hank as kind of their mentor of that group. And it's been invaluable, with his experience as a past president, and just kind of knowing how things work. So everyone really has appreciated Hank's efforts towards that.

All right. Any other discussion? All those in favor of accepting the Regional Coordinators Report signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed Nay?

Motion carried.

Thank you, Hank.

Next we have our Membership Report by Chris Smith of Oklahoma.

MR. SMITH: Good afternoon, everyone.

ALL MEMBERS: Good afternoon.

MR. SMITH: Madam President, for the business year 2016, HS Fo has 38 paying members.
This includes three new member agencies: The Wyoming Department of Family Services, the Georgia Department of Juvenile Services and the Maryland Department of Juvenile Services.

Below is a list of agencies that have been members from previous years but did not renew membership. The numerous contacts were made and attempted with all these agencies.

With the budget and revenue constraints in many states, particularly oil-producing areas, we've had feedback from several agencies about lack of funding for both travel and the ability to pay membership fees.

Activities for the Membership Chair since the Spring planning meeting in Burlington, Vermont which was held in April, 2016 consists of, number one, updating the historical membership listing; two, working with Regional Coordinators through biweekly conference calls to brainstorm ideas for membership renewals and finding new members; three, supporting the Regional Coordinators to increase attendance at future HSFO trainings.

In planning of future activities include the following: Continued efforts to regain
membership and build new members through partnership with Regional Coordinators. This includes outreach to new states and prior member states. And we do have a promising lead with the Missouri Department of Social Services who have registered attendees here at Tampa.

Number two is, work with marketing and Communications Chair, as well as with HSFo webmaster to develop e-mail and social media blasts to promote the association to both new and old members.

The third one, other activities as suggested by the Executive Board and Regional Coordinators.

This concludes my report and I ask for a motion to accept.

MRS. HARRIS: Etta Harris, motion to accept.

PRESIDENT ALLENBAUGH: Thank you, Etta. We have a motion to accept the Membership Report. Do we have a second.

MR. BRATTON: Second, Jesse Bratton, Oklahoma.

PRESIDENT ALLENBAUGH: All right. Any
other discussion?

Thank you, Chris. I know it's been a challenging year for all of the reasons you mentioned. And I know we wouldn't be where we were if it weren't for the outreach efforts of everyone involved. So we appreciate it.

Any other discussions?

All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have our Sponsored Development Report by Scott Carson of Arizona.

MR. CARSON: Good afternoon. You should have received a handout. It's a one page that has the formal report.

I'm just going to hit the high points as we go.

In December, in the Montgomery, Alabama meeting we voted on our new fee schedules. The annual dues for the corporate members was increased from $3,000 a year to $3,500 a year, with the exception that if you were an existing corporate sponsor member the previous year in 2015, you could continue to keep that same
salary of $3,000 for the first year, which is 2016; and then in later years, it would be $3,500 for every corporate member.

We have 10 to 12 people of the corporate members that were invoiced have -- did indeed join again this year.

We had two that did not rejoin this year. I've talked to both of them. Both of those vendors and corporate members have said that they would be very interested in rejoining next year. Timing and some other things got in the way this year, so they couldn't make it happen.

Throughout this year we've made several attempts to talk to the corporate members and kind of try to expand our interaction with them and our relationships.

Some of the high points are that we really talked to them a lot about the importance of their inclusion and participation in business meetings, as well as the conference.

I know they participate in a lot of sessions and panels, but it's also important that they come to the business meetings.

I reached out to some additional ones that are in the organization -- that are in the same
field that don't currently sponsor HSPo, just

to see if they were aware of HSPo; what we do,

who we are, what we think we can do for them

and how we can help them and how they can help

us.

We've done some periodic check-in calls to

the corporate members just to kind of see how

things are going, trying to increase, like I

said, the interaction at every turn to say, how

are we doing for you. You know, are we doing

things that, you know, that are helping you

help yourself. You know, is there anything

that you think you can do to help us. Is there

something we can do better.

And then the last thing that we kind of
done was, we've looked at corporate and some of

their feedback to try to include our contact

list. I know everybody here likes to see the

contact list of who can they call in different

states to kind of see, you know, who does the

same thing they do. Whenever you need to

contact somebody in the past, we've had a main

contact from each state that was listed. We're

trying to expand the contact list to try to get

several people and several names from different
state agencies so that when one person leaves,
it's not, well, now I don't have a contact in
that state.

And then we will continue for the rest of
this year to reach out to some other corporate
sponsors and some vendors that we've been
provided names to, not just to do corporate
membership, but we're also going to look at
some additional sponsors for those that can't
become a member but might want to sponsor
certain venues.

With that, that concludes my report. I
request that somebody make a motion.

PRESIDENT ALLENBAUGH: Yes. Can we have a
motion.

MRS. HARRIS: I'll motion with the
necessary correction. In the second paragraph
it has the word or and it should be for.

MR. CARSON: You are correct.

MRS. HARRIS: I make a motion to accept
with that correction. Etta Harris.

PRESIDENT ALLENBAUGH: Okay. We have a
motion to accept the report with that
correction.

Do we have a second?
MRS. REEVES: Cindy Reeves, second.

PRESIDENT ALLENBAUGH: Thank you, Cindy.

Any other discussion?

All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Thank you for the work, Scott. Scott stepped in. I should have mentioned this during the discussion, mid-year with Richard Donahey of Vermont who had a career change to another area and Scott stepped in and picked up the corporate sponsor role. And so we really appreciate that.

Next we have our Resolutions Report. Mark Story of Arkansas could not join us and Jesse Bratton will be presenting on behalf of Mark.

MR. BRATTON: Resolution 2016-01:

Expression of appreciation to the Program Committee.

Whereas, it is the responsibility of developing, coordinating and delivering a program that challenges, informs and stimulates the participants, requires creativity, dedication, time, effort and commitment.
And whereas, Margaret Wahrer of Kentucky Program Chairperson and the entire program committee have performed in an outstanding manner of preparing the program for the 69th Annual Conference of the National Association of State Human Services Finance Officers so as to meet or exceed the expectations for that committee.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Margaret Wahrer and each member of the program committee for their efforts in preparing an outstanding program for the 2016 HSFo 69th Annual Conference.

Resolution 2016-02: Expression of Appreciation to the Arrangements Committee.

Whereas, a logistical task of preparing to host the Annual Conference, arrange events, conduct registration and support the delivery of the annual program requires significant planning, effort and commitment.

And whereas, the 69th Annual Conference was hosted by HSFo.
And whereas, the Arrangements Chairperson, Deena Brown of Oklahoma, and the entire Arrangements Committee have performed in an outstanding manner in hosting the 2016 National Association of State Human Services Finance Officers Annual Conference.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Deena Brown and each member of the Arrangements Committee for their efforts to prepare for and hosting of the 2016 HSFo 69th Annual Conference.

Resolution 2016-03: Expression of Appreciation for hosting he HSFo 2015 Fall business and planning meeting.

Whereas, the 2015 Fall business and planning meeting was held in the state of Alabama.

And whereas, Conitha King of Alabama, along with many volunteers, did an outstanding job in preparing for and hosting the HSFo 2015 Fall business meeting in Montgomery, Alabama.

Now, therefore, be it resolved, that the
National Association of State Human Services
Finance Officers expresses its sincere appreciation and heartfelt thanks to Conitha
King, and the many volunteers, for their efforts in hosting the 2015 HSFo Fall business
and planning meeting.

Resolution 2016-04: Expression of Appreciation for hosting the HSFo 2016 Spring business and planning meeting.

Whereas, the 2016 spring business and planning meeting was hosted in the State of Vermont.

And whereas, Vermont staff, Richard Donahey and Nancy Clermont, Sarah Clark, along with past president Stan Mead, past president Deena Brown and many other volunteers did an outstanding job in preparing for and hosting the HSFo 2016 Spring meeting in Burlington, Vermont.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Richard Donahey, Nancy Clermont, Sarah Clark, Stan Mead and many other volunteers for their efforts in
hosting the 2016 HSFo Spring business and
planning meeting.

Resolution 2016-05: Expression of
Appreciation and well wishes to Dague B. Clark.

Whereas, Dague B. Clark has recently
retired from the State of New Hampshire.

And whereas, Dague's hard work and
tireless efforts in supporting the HSFo through
his committee activities, board positions and
executive officer responsibilities has
contributed greatly to the organization.

And whereas, Dague's work as a committee
chair and past president continues to be
important to the success of the HSFo.

Now, therefore, be it resolved, that the
National Association of State Human Services
Finance Officers expresses its sincere
appreciation and a heartfelt thanks to Dague B.
Clark for hard work and commitment to HSFo and
wishes him a very satisfying and rewarding
retirement.

Resolution 2016-06: Expression of
Appreciation and well wishes to Hank Fitzer.

Whereas, Hank Fitzer has recently retired
from the State of Maryland.
And whereas, Hank's hard work and tireless efforts in supporting the HSFo through his committee activities, board positions and executive officer responsibilities has greatly -- has contributed greatly to the organization.

And whereas, Hank's continued involvement as a past president continues to be important to the success of the HSFo.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Hank Fitzer for his hard work and commitment to HSFo and wishes him a very satisfying and rewarding retirement.

Resolution 2016-07: Expression of Appreciation and well wishes to Vonnetta Allenbaugh.

Whereas, Vonnetta Allenbaugh has retired from the State of Oklahoma.

And whereas, Vonnetta's hard work and tireless efforts in supporting the HSFo through her committee activities, board positions, executive officer responsibilities has
contributed greatly to the organization.

Whereas, Vonnetta's continued involvement as a soon-to-be past president, continues to be important to the success of the HSFo.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Vonnetta Allenbaugh for her hard work and commitment to HSFo and wishes her a very satisfying and rewarding retirement.

Resolution 2016-08: Expression of Appreciation and well wishes to Richard Humiston.

Whereas, after years of support to HSFo membership as the HSFo accountant, past president, Richard Humiston is transitioning from his role as the HSFo accountant.

And whereas, Richard Humiston's hard work and dedication in supporting the HSFo organization as the HSFo accountant has greatly contributed directly to the organization.

And whereas, Richard's tireless efforts to ensure the HSFo organization financial business and information are managed with the utmost
integrity and reliance.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Richard Humiston for his hard work and commitment to HSFo, and wishes him a very satisfying and rewarding future.

Resolution Number 2016-09: Expression of Appreciation and well wishes to Richard Billera.

Whereas, after decades of support to HSFo membership and the HFSO webmaster, past president, Richard Billera is transitioning from his role as the HSFo webmaster.

And whereas, Richard's tireless attention to detail, irreplaceable insight and passion for the HSFo management needs will be greatly missed.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Richard Billera for his hard work and commitment to the success of HSFo.
Resolution 2016-10: Expression of appreciation, well wishes to all retirees of state service.

Whereas, public service requires a commitment to excellence and a dedication to the provision of quality health and human.

And whereas, faithful service to Human Services Finance Officers has contributed greatly to the organization.

Now, therefore, be it resolved, that the National Association of State Human Services Finance Officers expresses its sincere appreciation to all retirees for their contributions of hard work with HSFo and wishes each retiree all the best.

This concludes my report. I'd like to make a motion for the acceptance of this report.

PRESIDENT ALLENBAUGH: We have a motion to accept the Resolution Report. Do we have a second?

MRS. WIESZ: Second, Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Thank you. Any discussion?
MR. SANCHEZ: Yes. On Resolution 2160-04, I believe there's a slight -- it's not an issue. The last paragraph, third part after Stan Mead, Deena Brown needs to be referenced in there, as well.

PRESIDENT ALLENBAUGH: Noted. It was mentioned in the original paragraph in mine.

MR. SANCHEZ: Great.

PRESIDENT ALLENBAUGH: Right. Any other discussion?

UNIDENTIFIED SPEAKER: I recommend a change to 16-4, to add Deena's name to the bottom, because she certainly had something to do with it. Oh, I didn't hear it. You did that?

PRESIDENT ALLENBAUGH: Yeah.

MR. SANCHEZ: I did.

UNIDENTIFIED SPEAKER: Sorry. I didn't hear that. Deaf.

PRESIDENT ALLENBAUGH: Any other discussion?

Mark Story owes you a bottle of water.

MR. BRATTON: For sure.

PRESIDENT ALLENBAUGH: All those in favor signify by saying Aye.
ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Thank you, Jesse.

Next we have the Marketing and Communications Report by Roberta Blyth of Arizona.

MRS. BLYTH: Madam President, as to the 2016 Marketing and Communication Chair, I am pleased to present this report of the marketing activities over the last year.

The committee has worked to increase communication efforts and the social media presence of HSFo.

Those efforts include: The creation of a new logo and social media branding tools; regular Facebook and LinkedIn posts on HSFo activities, upcoming events and opportunities; targeted advertising of Facebook page and posts resulting in the addition of 100 new page links; interaction with corporate sponsor and member agency social media sites; the creation of an HSFo LinkedIn group which allows members to post information, discuss various topics and show their participation in our organization.
Details on each of these Facebook posts the date, type, individuals reached and any costs are included below for your reference. And this concludes my report and I move for its acceptance.

PRESIDENT ALLENBAUGH: I have a motion to accept the Marketing Communications Report. Do I have a second?

MR. BRATTON: Second, Jesse Bratton, Oklahoma.

PRESIDENT ALLENBAUGH: Any discussion?

You know, last year we made a Bylaws change to rename this the Marketing Communications Committee. And Roberta has done a fabulous job with kind of moving HSFo into some new realms, because we were listening to what people were trying to say and we've kind of taken that first step forward. We still have some work to do. But we couldn't have asked for a better job that first year with some really new and different tasks. And I really appreciate your efforts, Roberta.

Any other discussion? All those in favor signify by saying Aye.
ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have Time and Place by past president, Stan Mead.

MR. MEAD: Madam President, it is my pleasure to present the Time and Place Report.

The 2016 Fall Planning and Board of Directors Meeting will be held in Williamsburg, Virginia at the Kingsmill Resort. The dates of the meeting are going to be December 3rd through the 7th, 2016. The room rate is $119, plus tax.

The 2017 Spring Planning and Board of Directors Meeting will be held in Juneau, Alaska at the Westmark Baranof Hotel. The dates of the meeting are April 28th through May 2nd, 2017. The room rate for the meeting is $109 per night. Queen suites are available for $149 and king suites are available for $159 per night.

The 2017th Annual Conference will be held in New Orleans, Louisiana at The Hotel Monteleone. The dates of the conference are August 26th through September 1st, 2017. The
The room rate for the conference will be the Federal per diem rate at the time of the conference. The current FPD in New Orleans is $122.

The 2018 Annual Conference will be held in Williamsburg, Virginia. The dates of the conference are August 26th through the 31st, 2000 -- August 25th through August 31st, 2018.

The room rate for the conference is $129 per night.

We are currently soliciting a host site for the 2019 Annual Conference, and our member from the great state of Arizona has expressed additional interest in its hosting.

Any other member interested in hosting our conference should contact me. My phone number and e-mail address can be found on the HSFo website.

This concludes my report and I move for somebody to accept it, if I can't move.

PRESIDENT ALLENBAUGH: We need a motion to accept the Time and Place Report.

MRS. HARRIS: Etta Harris, acceptance of the report.

PRESIDENT ALLENBAUGH: Thank you. We have
a motion. Do we have a second?

MRS. GROSE-BRAY: Second, Michelle Grose.

PRESIDENT ALLENBAUGH: Thank you. Any discussion?

Stan, thank you so much for leading us through this year on Time and Place, because it's allowed us to get our dates out there quicker; which is another response to people who have mentioned they need us to get things out on the website so they can plan ahead a little quicker. So I appreciate your leadership on that.

All those in favor of accepting the report signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Next we have our Training Report. Past president Rick Brennan of West Virginia could not join us. And Hank Fitzer of Maryland is going to provide the Training Report for Rick.

MR. FITZER: A copy of this report should be -- there should be at least two on each of the tables. Hopefully, you have one.
Madam President, it is my privilege to give this report on behalf of Rick Brennan.

President Allenbaugh requested, I, Rick Brennan, serve this year as the Training Committee Chair and I would like to provide the following report.

Since our last meeting in 2015, HSFO has held four training sessions and currently has two additional training scheduled this Fall.

Beginning in the Fall of 2015, the 2016 Training Committee met every two weeks by a conference call arranged by President Allenbaugh and led by myself, Training Chair Rick Brennan.

Committee discussion has covered a number of issues, including how to improve publicizing training offerings, proposed composition of new Medicaid and Grants Management Trainings, the Format of Training Offerings and related requirements to support the types of trainings offered, including potentially new technology-based options.

Additionally, ongoing contributors to the training programs success this past year have been: And I don't know how this first guy got
Past president and current Regional Coordinator, Hank Fitzer, has done an excellent job in mentoring all Regional coordinators in their outreach efforts. I didn't write this.

Marketing and Communications Chair, Roberta Blyth, Arizona, has assisted with promoting training offering on Facebook and LinkedIn as an addition to our traditional website and e-mail outreach.

Membership Chair Chris Smith of Oklahoma has worked hard to capitalize on the integration between the training registrations and memberment opportunities.

All of these efforts working together have enhanced training participation.

Advanced Cost Allocation was held September 1st through the 3rd, 2015 in Phoenix, Arizona and was presented by PCG. This training had 40 registrants from nine different states. Eight of these registrants received 16-and-a-half CPEs each for this training.

Child Welfare I was held November 10th through 12th, 2015 at the Hyatt Regency in Louisville, Kentucky and was presented by Sivic
Solutions. This training 15 registrants from 10 different states. Two of these registrants received 16-and-a-half CPEs for this training.

Child Welfare I training was held April 5th through 7th, 2016 at the Hotel at Arundel Preserve in Hanover, Maryland, just outside of Baltimore, and was provided by Sivic Solutions.

This training this 33 registrants from 15 different states. Eight of these registrants received 16-and-a-half CPEs each for this training.

Cost Allocation Basic was held May 17th through 19th, 2016 at the Marriott Residence Inn, Bricktown in Oklahoma City and was presented by PCG.

This training had 41 registrants from 19 different states. 13 of these registrants received 16-and-a-half CPEs each for this training.

As mentioned earlier during the conference training update, additional training scheduled for this Fall include Advanced Cost Allocation Training scheduled September 27th through 29th, 2016 to be provided by PCG at the Marriott
Residence Inn, Bricktown in Oklahoma City, Oklahoma.

All details regarding the hotel, registration and the course outline are currently posted on the HSFo website under the dates and training session.

Hotel reservation cutoff is August 29th, 2016. We would encourage those who are interested in attending to register with HSFo and the hotel as quickly as possible. As the Spring Basic Cost Allocation Training filled -- as the Spring Basic Cost Allocation Training filled with a waiting list.

Child Welfare II to be provided by Sivic Solutions at the Hotel at Arundel Reserve in Hanover, Maryland, again, just outside of Baltimore, from Tuesday, November 15th through Thursday, November 17th 2016. Both class and hotel registrations will be available soon on the HSFo website.

Additionally, HSFo has completed our Medicaid Training RFP response review and we anticipate announcing our Medicaid training offering soon.

The Medicaid RFP review subcommittee,
Chaired by Jason Sanchez of New Mexico, worked very hard on the RFP review and the efforts all involved were very much appreciated.

The next planned RFP solicitation effort will be the Grants Administration training.

This concludes the Training Committee Report. I don't think I can move for acceptance.

PRESIDENT ALLENBAUGH: Do we have a motion to accept the Training Report?

MRS. REEVES: Cindy Reeves, motion to accept.

PRESIDENT ALLENBAUGH: Do we have a second?

MR. BRATTON: Second, Jesse Bratton, Oklahoma.

PRESIDENT ALLENBAUGH: Thank you.

Any discussions? All those in favor of accepting the Training Committee Report signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Thank you very much for doing that. I appreciate it.
Next we have the Continuing Education Committee report by past president, Jerry Berry of Arkansas.

MR. BERRY: Thank you. Madam President and Board members, past presidents, members. I'm not going to bore you with the details Hank was nice enough to give you the CPEs of the trainings we had.

My report is included in your packet.

I would like to add that Chris Smith helped me immensely on this, and I really appreciate the help.

My place was hit by lightning and I lost about nine months worth of data. So it was nice that he helped me.

If you have any questions, Madam President, this is my report and I ask for its acceptance.

PRESIDENT ALLENBAUGH: Do we have a motion to accept the Continuing Ed Report?

MRS. GROSE-BRAY: Michelle Grose, Alaska.

PRESIDENT ALLENBAUGH: A second, please.

MRS. WIESZ: Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Thank you for the second.
Any discussion?

Thank you very much, Jerry, for acting as our CPE Chair this year. We appreciate it.

All those in favor of accepting the report signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay.

Motion carried.

Next we have our Federal Issues Report by Michelle McDonald of Maryland.

MRS. MCDONALD: Good afternoon, Madam President, Board, and all states represented.

On Page 37 is a summary of the Federal Issues. And you all know me, I'm not going to be going over this, because I know you can do it on your own.

I tried -- in looking up issues for federal reporting, I tried to cover the gamut on things that were happening in the news, prescription drugs, the Health Information Exchange, upper limit for Affordable Care Act.

On Page 37 is also the websites where all this information was obtained. And so at your leisure -- you know, we have nothing better to do -- you can read this in detail because I'm
sure it helps some of the states.

So with the summary of that, this is my report. Can I move for it to be accepted?

PRESIDENT ALLENBAUGH: Are you the voting member?

MR. SANCHEZ: Yes.

MRS. MCDONALD: Yes. I move for it to be accepted.

PRESIDENT ALLENBAUGH: We have a motion to accept the Federal Issues Report. Can we have a second?

MRS. BALLenger: Second, Susan Ballenger, Ohio Department of Job and Family Services.

PRESIDENT ALLENBAUGH: Thank you. Any discussion?

You've done a great job with Federal Issues Reports this year, Michelle. Thank you. It's not easy.

MRS. MCDONALD: Thank you.

PRESIDENT ALLENBAUGH: All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Oppose, Nay?

Motion carried.

Thanks, Michelle.
MRS. MCDONALD: You're welcome.

PRESIDENT ALLENBAUGH: Next we have our Nominating Committee Report. That will be delivered by Dague Clark. The chair of that committee from New Hampshire.

MR. CLARK: Madam President, Members of the Board, past presidents and HSFo Members.

The application for candidacy for the Board of Directors has been available on the HSFo website to the membership throughout the business year.

The Nominating Committee has also reported at both the Fall and Spring Planning Meetings and an e-mail sent notifications to all members in April and June 2016 encouraging any and all members to apply for a position on the Board of Directors, which includes the Regional Coordinators and Executive Committee.

Part one of the Nominating Committee Report for the 2017 business year for the Regional Coordinators. In accordance with the HSFo Bylaws the Nominating Committee solicited applications for the four Regional Coordinator positions for 2017.

The Nominating Committee received four
applications for the Regional Coordinator
positions. Madam President, as Chair and on
behalf of the Nominating Committee, I nominate
the following candidates for Regional
Coordinating positions on the 2017 Board:
Mr. Chris Smith of Oklahoma, Mrs. Tara LeBlanc
of Louisiana; Mrs. Cindy Reeves, Louisiana and
Mr. Mark Story of Arkansas and close
nominations for Regional coordinator.

Madam President, this concludes part one
of my report and look for a motion to accept
this portion of the report and to approve it
for Regional Coordinators.

PRESIDENT ALLENBAUGH: We have a motion to
accept this report and approve the candidates.

MRS. WIESZ: So moved, Brenda Wiesz, North
Dakota.

PRESIDENT ALLENBAUGH: Do we have a
second?

MRS. HARRIS: Etta Harris.

PRESIDENT ALLENBAUGH: Any discussion?

All those in favor signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.
MR. CLARK: Thank you. Proceeding with part two of the Nominating Committee Report, the Executive Committee Succession.

In accordance with the HSFO Bylaws, I contacted the current executive committee members. Our current Vice President, Mr. Scott Carson of Arizona, agreed to serve as the 2017 HSFO President.

Mrs. Conitha King, our current Secretary, has agreed to serve as the 2017 Vice President.

Our current Treasurer, Mr. Jason Sanchez of New Mexico has agreed to be the 2017 HSFO Secretary.

And our current Historian, Mrs. Michelle Grose-Bray of Alaska has agreed to be the 2017 HSFO Treasurer.

After these moves, this leaves the Historian position vacant for the 2017 business years.

Madam President, this concludes part two of the Nominating Committee report and I look for a motion to accept this portion of the report.

PRESIDENT ALLENBAUGH: Do we have a motion to accept this portion of the Nominating Committee report?
Committee Report?

MRS. MCDONALD: Michelle McDonald accept the report.

PRESIDENT ALLENBAUGH: Thank you. Second?

MRS. REEVES: Second, Cindy Reeves.

PRESIDENT ALLENBAUGH: Thank you, Cindy.

Any discussion? All those in favor signify by saying Aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

MR. CLARK: Thank you.

Part three of Nominating Committee Report, vacancy on the 2017 Executive Committee. In accordance with the HSFo Bylaws, the Nominating Committee solicited applications for the Historian position and received two applications.

Madam President, as Chair and on behalf of the Nominating Committee, I nominate the following to serve on the 2017 HSFo Executive Committee as historian, Mr. Jesse Bratton of Oklahoma and close the nominations for Historian.

This concludes part three and the final
part of the Nominating Committee Report. Ask for a motion to accept this portion of the report and to elect Mr. Jesse Bratton of Oklahoma as Historian.

PRESIDENT ALLENBAUGH: Do we have a motion?

MRS. WIESZ: So move, Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Thank you, Brenda. Do we have a second?

MR. BLACKBURN: Randy Blackburn, Oregon.

PRESIDENT ALLENBAUGH: Thank you. Any discussion? All those in favor signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay? Motion carried. Thank you. Congratulations to all the Regional Coordinators and to Jesse Bratton as the 2017 Historian.

Next we have our Bylaws Committee Report. Past President, Harry Roberts of Delaware could not join us. And Past President Stan Mead of Indiana will be reporting on behalf of Harry.

MR. MEAD: Madam President, prior to
giving this report on behalf of Past President Roberts, I would suggest or recommend that any and all, if the President calls you and asks you to make a report on behalf of somebody else, that you read it first.

Thank you. Now, President Allenbaugh asked me to serve this year’s Bylaws Chair and I would like to provide the following report.

In follow up to the HSFO Annual Conference business meeting in Sparks, Nevada, Mr. Jesse Bratton, Oklahoma, Chair of Audit Committee, opposed a management letter -- prepared a management letter for President Dague Clark.

President Clark appointed a subcommittee to review the management letter. The subcommittee met and Bylaw changes were requested arising from the discussions concerning the 2015/2016 accounting services contract.

The requested changes were represented in the Fall planning meeting in Montgomery, Alabama. During the discussion of these changes at that meeting, other changes and parts of the Bylaws were discussed.

Subsequently, I reviewed the Bylaws,
drafted proposed changes and distributed them for comment to the Executive Board and a number of past presidents.

At the Spring planning meeting in Burlington, Vermont those Bylaw changes were discussed with the full board, which are incorporated in the attached document.

In follow up to the Spring planning meeting, the below proposed Bylaw Minutes were posted in the members section only of the HSFo website for member agencies to review.

The proposed changes reflected in bold and underlined and strike-throughs. I also have included notations in black and bold underlined to explain some of the proposed changes and guide discussion.

Prior to moving with somebody to accept the report, I would like to briefly go over the proposed changes. So if you would turn the page.

The first proposed change in the Accounting Contract basically allowed for distribution of funds other than by check. It also allowed for the one person to write the check and it's reviewed by other people.
The second Bylaws change allows us to have one of our planning meetings via teleconferencing. It does not have to be in person.

The third Bylaws change, changes the name of our corporate sponsors to corporate members. This Bylaws change was precipitated because we were using the wrong terms for different reasons so that's why this was done.

The fourth Bylaws change was just a clarification of something that was left off. We added the word "vacancy" to that section of the report.

The next Bylaws change was nothing but clerical. And in keeping with good practice, we changed the chairperson -- I mean, chairman to chairperson.

The last Bylaw change, I'm going to summarize this. These Bylaw changes allows the Executive Board, with the concurrence of the membership, to make Bylaws changes in the interim between the business meetings.

What it says is that the -- at the discretion of the President and the Board they will prepare the Bylaws. A second pair must be
send out to the member agencies. There's a deadline for getting their response back. There is a number that has to respond. And an amount that's said to be a quorum to pass the Bylaw change.

As in our regular Bylaws it takes two-thirds of those voting to approve to pass that law.

It also requires the Secretary to notify all members of HSFo of this change. And at the annual meeting to post it.

Are there any questions? I went over them pretty quickly. I'll try to answer them. Harry's not here.

Madam President, I would request somebody make a motion to adopt the report.

PRESIDENT ALLENBAUGH: Do we have a motion to adopt the Bylaws?

MRS. WIESZ: So moved, Brenda Wiesz, North Dakota.

PRESIDENT ALLENBAUGH: Do we have a second?

MRS. BALLINGER: Susan Ballenger, Ohio.

PRESIDENT ALLENBAUGH: Any other discussions? All those in favor signify by
saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Thank you, Stan. Just think if I didn't like you.

Next we have unfinished business. The first unfinished business is just a brief subcommittee update on the website RFP and that will be provided by the Subcommittee Chair Past President, Richard Billera of New York.

MR. BILLERA: Do you want me to come up there because it's only a subcommittee?

PRESIDENT ALLENBAUGH: It's your choice, Richard.

MR. BILLERA: As long as --

MRS. MCDONALD: I want you to walk up here.

MR. BILLERA: I'm about to retire. I've got quite a lot to go over.

Madam President, HSFo Board Members and state delegates.

In the Spring planning meeting President Vonnetta Allenbaugh established the website RFP Subcommittee. The committee consists of Jesse
Bratton, Roberta Blyth, Vonnetta Allenbaugh and myself, Richard Billera.

We, the Committee, have prepared a draft request for information. The document will be finalized shortly and issued to the public.

Upon receiving the RFI information, a request for a proposal will be issued with a target date for implementation of a new webmaster to be effective December, 2016.

This concludes my report. And I also want to thank the subcommittee members for their participation in this very difficult task.

X

X

X

PRESIDENT ALLENBAUGH: Thank you. Do we have a motion to accept a Subcommittee Update Report?

MRS. MCDONALD: Michelle McDonald, I would make a motion.

PRESIDENT ALLENBAUGH: Thank you, Michelle. Do we have a second?

MRS. GROSE-BRAY: Michelle Grose, Alaska.

PRESIDENT ALLENBAUGH: Thank you. Any discussion.
UNIDENTIFIED SPEAKER: I'd like to mention that Chris Smith of Oklahoma is also a part of that subcommittee.

MR. BILLERA: You're right. Forgive me. That's an unfortunate omission on my part.

PRESIDENT ALLENBAUGH: Wait. You need to amend the motion to accept to include Chris Smith of Oklahoma.

MRS. MCDONALD: Yes. So moved.

PRESIDENT ALLENBAUGH: Any discussion? Again, you know, you can tell by the resolutions, this has been a -- the website, the webmaster process has been a decade's long commitment and contribution by Richard. And it's going to take quite a task to move that over.

And we really appreciate you working with us. Richard's not going to abandon us, even as we transition to a new platform. And we're looking forward to what that RFP brings us back.

So we appreciate it, Richard. All those in favor signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay.
Motion carried.

Thanks, Richard.

MR. BILLERA: Thank you.

PRESIDENT ALLENBAUGH: Next up we have a Subcommittee Update Report on a members survey by Chair of the Subcommittee, Roberta Blyth of Arizona.

MRS. BLYTH: Hi, again. Madam President and Board Members and all members.

Let's see. A member survey was sent out in October of 2015. And a draft of the survey results were made available in November of 2015.

And at the Vermont planning meeting in April, a subcommittee was established to go over those results and to determine next steps.

The survey content was sent out to the full board, past presidents and subcommittee members in July of 2016, and an initial planning meeting was held on July 18th just a few weeks ago.

That committee will continue to meet and will be putting together a member recruitment and retention plan.

They will be issuing additional -- an
additional targeted survey and plans to expand
communication further to include all of our
member agencies to get the word out on what we
all have going on in our states.

That concludes my report.

PRESIDENT ALLENBAUGH: Okay. Do you want
to move for acceptance?

MRS. BLYTH: Yes. I move for its
acceptance.

PRESIDENT ALLENBAUGH: Thank you. Do we
have a motion to accept the Subcommittee Update
on member survey? Do we have a second?

MR. BRATTON: Second, Jesse Bratton,
Oklahoma.

PRESIDENT ALLENBAUGH: Thank you. Any
discussion? Brenda?

MRS. WIESZ: Did you say the results of
that survey went out to all members?

MRS. BLYTH: No. It went out to the Board
and the subcommittee members and past
presidents.

MRS. WIESZ: Okay. Can I get a copy of
that? I did not get that.

MRS. BLYTH: Yes. Of course.

PRESIDENT ALLENBAUGH: Any other
discussions? Roberta, thank you for taking on that task. We'll keep working through it and I'm sure there will be good things to come from you and all the committee members. I appreciate it.

All those in favor signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Motion carried.

Any new business? Seeing none, I would like to request a motion to adjourn our meeting.

MR. BRATTON: Motion to adjourn, Jesse Bratton, Oklahoma.

PRESIDENT ALLENBAUGH: We have a motion to adjourn. Could I get a second?

MRS. HARRIS: Etta Harris, I'll second.

MR. BLACKBURN: I'll second. Randy Blackburn, Oregon.

PRESIDENT ALLENBAUGH: Any discussion?

All those in favor signify by saying aye.

ALL MEMBERS: Aye.

PRESIDENT ALLENBAUGH: Opposed, Nay?

Thank you. Motion passed. Meeting adjourned.
(HEARING CONCLUDED.)
STATE OF FLORIDA   )
COUNTY OF PASCO    )

I, Dana L. Stockton, Registered Professional Reporter, certify that I was authorized to and did stenographically report the foregoing proceedings, and that the transcript is a true and complete record of my stenographic notes.

I FURTHER CERTIFY that I am not a relative, employee, attorney or counsel of any of the parties, nor am I a relative or employee of any of the parties' attorney or counsel connected with the action, nor am I financially interested in this action.

Dated this 8th August day of, 2016.

__________________________  
DANA L. STOCKTON, RPR