THE NATIONAL ASSOCIATION OF

STATE HUMAN SERVICES

FINANCE OFFICERS

- - -

2013 Annual Business Meeting

Columbus, Ohio

July 31, 2013

- - -

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PRESIDENT FITZER: I'd like to get started. We have a number of things to cover.
Before we take roll call, I want to go over some of the procedural issues here for the business meeting that most of you are familiar with. A few people here are new.

This is the annual business meeting.

Those who are in here should be from a paid member agency. Each paid member agency gets one vote, so if there are several of you here from the same agency, you'll have to decide which one of you will vote, make motions, second motions, and only that person.

When the secretary calls roll, he will call out the name of your member agency, and the person who is going to vote and make motions should state their name very clearly, and that is the person who will be able to vote and only that person.

When you make a motion or second a motion, please state your name clearly throughout the meeting. If we have a discussion, please state your name. Please raise your hand to be recognized for a
discussion. We only want one person speaking at a
time. I ask for no side-bar conversations; it's to
disrupting to the meeting.

There are copies of the reports. There
are bound copies of the reports in front of you and a
few loose reports which came in at the last minute.
Also there is at the very front of the book an
agenda. After we take roll call, I will go over the
agenda. Thanks.

Mr. Secretary, please take roll call.

(Roll call taken.)

SECRETARY CLARK: Alaska Department of
Health and Social Services.

MS. GROSE: Michelle Grose.

SECRETARY CLARK: Alabama Department of
Health and Human Services.

MS. KING: Conitha King.

SECRETARY CLARK: Arkansas Department of
Health and Human Services.

MS. FRICKE: Karen Fricke.

SECRETARY CLARK: Arizona Department of

MR. CARSON: Scott Carson.

SECRETARY CLARK: Delaware Department of
Health and Social Services.

MR. ROBERTS: Harry Roberts.

SECRETARY CLARK: Delaware Department of Services for Children, Youth, and Families.

MR. REYNOLDS: Brian Reynolds.


MS. OSBORN: Jodi Osborn.


(Not present.)

SECRETARY CLARK: Kentucky Cabinet for Children and Families.

MS. WAHRER: Margaret Wahrer.

SECRETARY CLARK: Maryland Department of Health and Mental Hygiene.

MS. McDONALD: Michele McDonald.

SECRETARY CLARK: Maryland Department of Human Resources.

MR. CHIPUNGU: Stafford Chipungu.

SECRETARY CLARK: Mississippi Department of Medicaid.

MS. WILSON: Charissa Wilson.

SECRETARY CLARK: North Carolina
Department of Health and Human Services.

MR. BRENNAN: Rick Brennan.

SECRETARY CLARK: North Dakota Department of Health.

MS. WEISZ: Present, Brenda Weisz.

SECRETARY CLARK: North Dakota Department of Human Resources.

(Not present.)


MR. CLARK: Present, Dague Clark.

SECRETARY CLARK: New Mexico Aging and Long Term Services Department.

MR. SANCHEZ: Jason Sanchez.

SECRETARY CLARK: Nevada Washoe County Social Services.

MS. FINE: Pamela Fine.

SECRETARY CLARK: Ohio Department of Job and Family Services.

MS. FERNALD: Mary Fernald.

SECRETARY CLARK: Oklahoma Department of Human Services.

MS. ALLENBAUGH: Vonnetta Allenbaugh.

SECRETARY CLARK: Oklahoma Health Care
Authority.

(Not present.)

SECRETARY CLARK: Pennsylvania Department of Public Welfare.

(Not present.)

SECRETARY CLARK: Tennessee Department of Human Services.

(Not present.)

SECRETARY CLARK: Virginia Department of Medicaid Assistance Services.

(Not present.)

SECRETARY CLARK: Vermont Agency for Human Services.

MR. DONAHEY: Richard Donahey.

SECRETARY CLARK: Did I miss any member agencies in attendance?

(No response.)

SECRETARY CLARK: Mr. President, we have a quorum.

PRESIDENT FITZER: Thank you. I mentioned the agenda in the front of your booklet. If you take a look at that, there's just a couple of changes. They involve the presenters. Presenting the Sponsor Development Report will be Brenda Weisz.
of North Dakota for Doug Robinson of West Virginia.

Presenting the Resolutions Report will be Vonnetta Allenbaugh from Oklahoma in place of Stephen Gearheart from Kentucky.

And we have listed a Federal Issues report by Simone Roy. Unfortunately, because of her job involvement right before this conference, Simone was not able to give us a Federal Issues report. She has produced an excellent product, and we're very thankful for all the hard work she has put into these reports. We hope to have something in the future, and we will post it when we have it.

MR. BRENNAN: Mr. President, I'd like to move the agenda.

SECRETARY CLARK: Second.

PRESIDENT FITZER: Thank you.

We have a motion to move the agenda. Any discussion?

MR. SANCHEZ: Did we remember to include the name of the individuals moving and seconding?

PRESIDENT FITZER: Thank you very much, I meant to mention that. It was Rick Brennan of North Carolina who made the motion, and the second was Brenda Weisz, North Dakota.
Thank you for that reminder, Jason.

Again, when you make a motion and second, please state your name. I'll ask those giving reports to come up to the podium. Thank you.

MEMBER: I'd like to point out we have had more agencies come in the room, three more, actually.

PRESIDENT FITZER: Three more have come in. Can those who just came in please state your name and agency.

MR. BOOKWALTER: Dennis Bookwalter, Department of Public Welfare for Pennsylvania.


MR. STORY: Mark Story, Arkansas Department of Health and Human Services.

PRESIDENT FITZER: Did we get everybody that came in? Great.

At this point I ask our secretary, Dague Clark, to read the minutes.

SECRETARY CLARK: Mr. President,
Executive Board, and members of the HSFo. The minutes of the Spring Planning and Business Meeting of the association held on April 6, 2013, in Reno, Nevada have been posted on the association's website.

I move for the suspension of the reading of the minutes and for the adoption of this report.

MEMBER: I don't believe someone presenting can move their report.

MEMBER: We can't hear you.

PRESIDENT FITZER: Can someone presenting make a motion?

MEMBER: He's a voting member.

MEMBER: He's a Board member.

PRESIDENT FITZER: We have a motion.

MR. REYNOLDS: Brian Reynolds, Delaware, second.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

Hearing no discussion, all in favor of accepting the report on the minutes say aye.

All opposed say, no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The minutes are accepted.
Next we have the Historian's Report.

MS. FRICKE: Thank you, Mr. President.

Mr. President, members of HSFo, the National Association of State Human Services Finance Officers held its 65th Annual Conference and Business meeting in Baltimore, Maryland, from September 15 through September 21, 2012, with President Deena Brown of Oklahoma presiding. The Hunt Valley Inn was the location of the conference, the president's reception, the banquet, and the business meeting.

Mr. Hank Fitzer, Mr. Ted Martin, and the Baltimore Arrangements Committee Members consisting of volunteers of the Maryland Department of Health and Mental Hygiene and the Maryland Department of Human Resources cohosted the conference.

The inclusion of workshops at the annual conference started in West Virginia in 2011 and continuing with this new component, a preconference workshop on Medicaid was held Sunday, September 16. These workshops provided attendees with valuable educational content and also exposure to the high quality content contained in HSFo's regular training classes. The Sunday workshop was very well attended and the President's reception following Sunday
The conference program began Monday, September the 17th, with a keynote speaker, Dr. Charles Milligan, Jr., the deputy secretary of health care financing from the Maryland Department of Health and Mental Hygiene.

The conference program featured expanded formats on topics such as The View from Washington, including individuals from the NCSL, FFIS, and the National Association of Medicaid Directors; also Medicaid Implementation of Health Care Reform by past and present Medicaid directors; and a Casey Family presentation on Current Issues in Foster Care, including financing and waivers.

Other sessions provided information on current topics such as Updates on Legal Issues, Trauma Informed Care Across Systems, Proposed Rules for Reform of Grants, Cost Principles and the Single Audit, Program Impact of Sequestration, Substance Abuse and the Growing Impact of Psychotropic Drugs on Child Services, and Coordinating Services at Aging and Disability Resource Centers.

Overall, the combination of the quality presenters delivering the most current information on
cutting-edge topics provided valuable educational content to all attendees. As a result, the evaluations reflected a very positive response from the attendees.

Unfortunately, there was heavy rain, and that altered some of Tuesday's team-building event and the trip to Fort McHenry. However, not even flash flooding could deter the Maryland Crab Fest. Forced under roof by the rain, participants literally rubbed elbows with each other and ate large quantities of crab and enjoyed an ultimate networking experience.

There were 181 conference attendees consisting of 106 employees and retired employees of state, federal, and local governments, 22 representatives of our corporate sponsors, 18 noncorporate sponsor presenters, and 24 adult guests. Attendees were from 34 states and the District of Columbia.

The closing annual conference banquet was held on Thursday, September the 20th, 2012. All events were well attended, and based on the feedback, the conference was a success.

After the 2012 annual conference, HSFo
has held one national training session on Intermediate Medicaid in Little Rock, Arkansas, from October the 10th through October 12th, 2012.

Then HSFo held its 2012 Fall Planning and Business Meeting Saturday, December the 1st, through Wednesday, December the 5th, in Baton Rouge, Louisiana, with President Hank Fitzer of Maryland presiding. The fall meeting was self-hosted by HSFo leadership team members, including Past President Jeff Reynolds and his staff, under the coordination of Stan Mead of Louisiana at the Embassy Suites, Baton Rouge.

The meeting was productive and enjoyed by all. Attendees in Baton Rouge totaled 39, including 22 participating registrants, four Louisiana hospitality staff, four corporate sponsors, and nine guests.

Following the 2012 planning meeting, HSFo has held three training courses:

Advanced Cost Allocation, hosted by Scott Carson in Phoenix, Arizona, from March 19 through March the 21st, 2013. There were 42 attendees representing six states participating in that training, which offered up to 16.5 hours of CPE.
Medicaid II - Intermediate, hosted by Rick Brennan in Raleigh, North Carolina, from May 14 to May 16, 2013.

Advanced Cost Allocation, hosted by Scott Carson, again in Phoenix, Arizona, from June the 16th to June 18th, 2013.

The attendance numbers for the last two trainings will be in the Training Report. Feedback from all these trainings has been excellent.

The HSFO Spring Planning Meeting was held at the Silver Legacy in Reno, Nevada, April the 6th through April the 10th, 2013. Past President Stan Mead made arrangements for the meeting and coordinated site visits for the 2015 annual conference.

Mr. President, this concludes the Historian's Report, and I move for its acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Do we have a second?

MS. WEISZ: Second, Brenda Weisz, North Dakota.

PRESIDENT FITZER: We have a second. Is there any discussion?

Hearing none, all those in favor say aye.
Opposed no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Next we have the Treasurer's Report by Vonnetta Allenbaugh.

MS. ALLENBAUGH: Mr. President, Executive Board, HSFo members, you have before you the cash basis Treasurer's Report, including the statement of income and expenses for the period of December 1, 2012, through July 31, 2013, and the balance sheet for the period ending July 31, 2013.

The balance sheet through July 31, 2013, reflects total assets of $337,412.45, with total liabilities and equity, $337,412.45.

The statement of income and expenses for the period of December 1, 2012, through July 31, 2013, reflects total income of $212,966.92, total expenses of $129,248.16, with a net income of $83,718.76.

Mr. President, this concludes the Treasurer's Report, and I move this report be accepted.

PRESIDENT FITZER: We have a motion for acceptance. Is there a second?
SECRETARY CLARK: Second, Dague Clark, New Hampshire.

PRESIDENT FITZER: We have a second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: Motion passes.

Next we have the committee reports starting with Arrangements by Mary Fernald.

MS. FERNALD: Mr. President, members of the Board, the state of Ohio has hosted the National Association of State Human Services Finance Officers 66th Annual Conference from July 28th, 2013, through August 2, 2013, at the DoubleTree by Hilton in Worthington, Columbus, Ohio.

This year's conference included 168 registered attendees comprised of the following: 138 individuals attending the daily sessions, 20 guests, and 10 youth. Inconsistent with prior years' reporting, state staff volunteers were not included in these counts.

11 HSFo corporate sponsors supported the conference: Amerigroup Corporation, AXIA Consulting,

The sessions and events were well attended.

Mr. President, that concludes my report, and I move for acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Is there a second?

MEMBER: Harry Roberts, Delaware.

PRESIDENT FITZER: We have a second. Is there any discussion?

Hearing no discussion, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Mary, I think I speak for all of us when we say you did an excellent job and your staff did an
excellent job.

(Applause.)

PRESIDENT FITZER: Next we have the Program Committee Report by Melissa Lange.

MS. LANGE: Thank you, Mr. President and members. The HSFo 2013 Program Committee consisted of 21 members representing 17 different states. We began our work in November 2012, shortly after the Baltimore conference.

Prior to the 2013 Fall Planning Meeting in Baton Rouge, Louisiana, the Program Committee held a conference call to review the prior year evaluations and began development of a framework for the schedule. Following the Fall Planning Meeting and prior to the 2013 Spring Planning Meeting in Reno, Nevada, the Program Committee held an additional five conference calls. The remainder of the committee's business was conducted by e-mail with one conference call.

In addition to the conference calls outside of planning meetings, the Program Committee teleconferenced with members who could not be physically present. These Program Committee calls were central to communication in order to fully
develop the 2013 Annual Conference program and involved as many members as possible.

The title for the 2013 HSFo Annual Conference in Columbus, Ohio, was selected by the committee and accepted by the HSFo Board, "Charting a New Path to the Future," which had references to both the host city and HSFo's educational mission.

The HSFo Annual Conference covered a wide array of subject matters with sessions including the following: Performance Management, IT Solutions, ACA Legal Developments, National Budget Developments, Implementation of ACA Around the Nation, Return on Investment, Health Care for Children in Foster Care, Innovating in Times of Scarcity, IV-E Waivers, Cost Allocation Workshop, and Grant Management Workshop.

On March 7, 2013, the Program Committee distributed "Call for Presenters" correspondence to HSFo 2013 corporate sponsors. Five corporate sponsors were awarded a total of nine sessions as a result of those discussions and approval at the Spring Planning Meeting.

The conference also included two preconference workshops and two in-conference workshops. The preconference workshops were 2 hours
and 45 minute in duration and delivered by the Ohio Department of Jobs and Family Services titled "Developing a Performance Management System," and the panel of speakers put together by the Program Committee delivered "Building the Foundation: A refresher on Federal Programs, Grants, and Reporting."

The sessions delivered during the conference were based on current active corporate sponsor education and training contracts in the areas of cost allocation and grants administration.

I think I need to go back and correct a date. I said the 2013 Fall Planning Meeting in Baton Rouge. I wrote 2012 but I tried to add another date, if you will make that correction there towards the very beginning.

With that correction, that concludes my report and I request it be accepted.

PRESIDENT FITZER: May we have a motion?

MS. FRICKE: I'll move the acceptance of the report.

PRESIDENT FITZER: We have a motion to accept the report. Do we have a second?

MS. GROSE: I'll second, Michelle Grose,
PRESIDENT FITZER: We have a motion and second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Thank you.

Next we have the Audit Report by Michelle Grose-Bay.

MS. GROSE: Mr. President, Board members, regional directors, past presidents and guests:

An internal review of the financial records for the period of December 1, 2011, through November 30, 2012 was conducted. This period included the Annual Conference held in Baltimore, Maryland, the Fall 2011 Business Planning Meeting in San Antonio, Texas, and the Spring 2012 Planning Meeting in Burlington, Vermont. The review consisted of reviewing and verifying the financial records and transactions using basic sampling techniques and a reviewer's professional judgment.

After the review and additional conversation with the new organization accountant,
it is determined that HSFo has satisfactory financial
internal controls. I believe the accounting records
do contain recorded transactions, either in detail or
summary form, for all financial transactions incurred
by HSFo during this time.

At this time I believe the Executive Board should establish a records retention and
location for its financial records. Policies and procedures should be developed regarding
responsibility for the financial records management and submission of financial information to the HSFo
accountant.

I move for acceptance of this report.

PRESIDENT FITZER: We have a motion to accept. Do we have a second?

MS. KING: Conitha King, Alabama, second.

PRESIDENT FITZER: We have a motion to accept and second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The report is accepted. Thank you.

Next we have the Membership Committee
Report by Scott Carson.

MR. CARSON: As we are approaching the
last quarter of this year, a little bit away, about a
month, as we approach that, most of the memberships
have been final. Referring to the chart that you
have in the handout for membership, our target this
year was 44, which would constitute about a
16 percent increase from the prior year, we currently
have 43 with two states acknowledging that the
payment is in the mail, so that would bring to us a
total of 45, which would exceed our target and brings
us to a little over 18 percent of an increase in
membership from the prior year.

The two states, by the way, the one is
Ohio that is breaking out, and the Alabama Medicaid
agency that Conitha worked with us on, and they are
doing the process.

We spent a lot of time this year talking
to some of the other states, talking to some of the
members about what would drive membership, what would
bring people in, what should we do. So we listed
down here some of the information, a lot of the
things we did on the current outreach. We sent a lot
of e-mails, made phone calls. We went to different
states and visited various people, and this includes other members. I want to thank all the members for helping.

We did some on-site visits, stopped in and talked to some people, basically a lot of the prior members and stuff that we had. Past presidents have been very helpful so I appreciate that.

A lot of the feedback that we've heard has to do with correspondence and improving communication and involving people a little bit more from our side. That would kind of help them become more involved so it would kind of be a two-way street, is what we've heard.

Basically when we get new members that ask that we increase our communication, we are saying: Hey, welcome back aboard. Here are the things that are going on this year. Here are the key dates and provide them a little more contact information.

We did point out that most of the stuff is on the website. They still indicated that they would kind of like to get an outreach from us whenever they sign up at the beginning of the year and throughout the year to kind of keep them in the
loop of what's going on.

The training attendees that we've talked to, again, gave real positive feedback about not just the training but the organization. Rick has done an excellent job on that. I thank him. Some of the attendees of the trainings that we've talked to are not members but they are considering, and we're taking that back. I think we got Washington and a few other states, New Jersey. We have four this year. We've talked to all of them since the training, and they're all considering it. They have to go through their bureaucracy. I think a couple of them were supposed to make an appearance, actually, at this conference or another training coming up, so we'll have another shot. So the outlook looks pretty good for next year.

So based on that, I know that the Board has not set the goal for next year yet, but looking at the chart, we kind of took a placeholder, and I think we can get about 50 next year, at least. That will give us a little over 11 percent rise from this year to next year in membership.

That's where we're at today. I say thank you to the Board. It has been a privilege to be
Membership chairman this year.

With that, I move for acceptance of the report.

PRESIDENT FITZER: Do we have a second?

MS. ALLENBAUGH: Second.

PRESIDENT FITZER: We have a motion and second. Do we have any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: Motion passes.

Scott, thank you very much.

Next we have Sponsor Development. Brenda Weisz will be giving that report.

MS. WEISZ: Mr. President, Board members, and past presidents, I'm presenting the report on behalf of Doug Robinson. As of July 12, 2013, HSFo has received corporate sponsor fees from the following 11 vendors: J. P. Morgan Chase, Sivic Solutions, Public Conducting Group, Amerigroup, Cenpatico, Northwoods Consulting Partners, Navigant Consulting, AXIA Consulting, Sequoia, IVA Consulting and Software, CGI. CGI is our newest corporate sponsor. With the addition of CGI, we exceeded our
2013 goal of 10 corporate sponsors. Thank you to those who put forth the effort to reach out to these businesses.

That concludes my report, and I move for its acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Do we have a second?

MS. GROSE: Second, Michelle Grose, Alaska.

PRESIDENT FITZER: We have a motion and second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The report is accepted.

Thank you.

Next we have the Resolutions Report by Vonnetta Allenbaugh.

MS. ALLENBAUGH: Thank you. I am presenting this report on behalf of Stephen Gearheart. There are six resolutions.

RESOLUTION 2013-01, EXPRESSION OF APPRECIATION TO THE PROGRAM COMMITTEE.
WHEREAS, the responsibility of
developing, coordinating, and delivering a program
that challenges, informs, and stimulates the
participants requires dedication, time, effort, and
commitment; and

WHEREAS, Melissa Lange, program
chairperson, and the entire Program Committee have
performed in an outstanding manner in preparing the
program for the 66th 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 Melissa Lange
and each member of the Program Committee for their
efforts in preparing an outstanding program for the
2013 HSFo 66th Annual Conference.

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RESOLUTION 2013-02, EXPRESSION OF
APPRECIATION TO THE ARRANGEMENTS COMMITTEE.

WHEREAS, the 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 66th Annual Conference was
hosted by staff from the Ohio Department of Job and
Family Services; and

WHEREAS, Mary Fernald, arrangements
chairperson; Michael Colbert, Director, Ohio
Department of Job and Family Services; and the entire
Arrangements Committee have performed in an
outstanding manner in hosting the 2013 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 Mary Fernald,
Michael Colbert, and each member of the Arrangements
Committee for their efforts in preparing for and
hosting 2013 the HSFo 66th Annual Conference.

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RESOLUTION 2013-03, EXPRESSION OF
APPRECIATION FOR HOSTING THE HSFO 2012 FALL BUSINESS
AND PLANNING MEETING.
WHEREAS, the 2012 Fall Business and Planning Meeting was held in the state of Louisiana, and

WHEREAS, Jeff Reynolds and Stan Mead, along with many volunteers, did an outstanding job of preparing for and hosting the HSFo 2012 fall meeting in Baton Rouge Louisiana,

NOW, THEREFORE, BE IT RESOLVED THAT:

The National Association of State and Human Services Officers expresses its sincere appreciation and heartfelt thanks to Jeff Reynolds and Stan Mead and many volunteers for their efforts in hosting the 2012 HSFo Fall Business and Planning Meeting.

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RESOLUTION 2013-04. EXPRESSION OF APPRECIATION FOR HOSTING THE HSFO 2013 SPRING BUSINESS AND PLANNING MEETING.

WHEREAS, the 2013 Spring Business and Planning Meeting was self-hosted by HSFo in the state of Nevada; and

WHEREAS, Stan Mead, along with a number of HSFo volunteers did an outstanding job in preparing for and hosting the HSFo 2013 spring
meeting in Reno, Nevada,

NOW, THEREFORE, BE IT RESOLVED THAT:

The National Association of State Human Services Finance Officers expresses its sincere appreciation and heartfelt thanks to Stan Mead and the HSFo volunteers for their efforts in hosting the 2013 HSFo Spring Business and Planning Meeting.

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RESOLUTION 2013-05, EXPRESSION OF APPRECIATION AND WELL WISHES TO CHARLES "JERRY" BERRY.

WHEREAS, Charles "Jerry" Berry will within the next few months retire from the state of Arkansas, and.

WHEREAS, Jerry'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, Jerry's continued involvement as a past president has been 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 Charles "Jerry" Berry for his hard work and commitment to the HSFo and wishes him a very satisfying and rewarding retirement.

(Applause.)

RESOLUTION 2013-06, EXPRESSION OF APPRECIATION AND WELL WISHES TO THEODORE "TED" MARTIN.

WHEREAS, Theodore "Ted" Martin, retired past president, has most recently completed six years of dedicated and valuable service to the HSFo as the organization's accountant; and

WHEREAS, Ted'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, Ted's continued involvement as a past president has been 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 Theodore "Ted" Martin for his hard work and many years of service and commitment to the HSFO.

Mr. President, this concludes the Resolutions Report, and I move for acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Do we have a second?

MS. MCDONALD: Second, Michele McDonald, Maryland.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

Mr. Mead.

MR. MEAD: Personal request, would you please remove "Charles," please.

PRESIDENT FITZER: So noted.

Any further discussion?

All those in favor of accepting the report with the reference to Charles in Stan's expression of gratitude, with reference to that being removed, say aye?

Opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.
Thank you.

Next we have the Newsletter Report by Mark Story.

MR. STORY: Mr. President, Board, and members of HSFo, the first newsletter of the current federal fiscal year was prepared and sent out to over 700 e-mail addresses in the week after the Baton Rouge planning meeting. Those receiving the newsletter included members, corporate sponsors, and other interested parties.

The focus of the edition was the conference in Baltimore, Maryland, election of new HSFo officers, and training reviews and opportunities. A second edition was released prior to the spring planning conference in Reno, Nevada. The most recent newsletter went out in the weeks preceding the current national conference highlighting the conference agenda, the tracks available for attendees, messages from both the HSFo president and the arrangements chair encouraging interested parties to attend.

The editor is very appreciative of those who have suggested and/or provided interesting and beneficial content for inclusion in this edition. We
will continue to look for interesting ideas and items for inclusion in the newsletter and hope for your input in making it both informative and enjoyable for our membership.

Mr. President, that concludes my report.

PRESIDENT FITZER: Thank you. I will try to get this one right. May we have a motion from a voting member?

MS. WEISZ: I move for acceptance, Brenda Weisz, North Dakota.

PRESIDENT FITZER: We have a motion. Do we have a second?

MS. FRICKE: I'll second, Karen Fricke, Arkansas.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

Next we have the Time and Place Report by Michele McDonald.

MS. MCDONALD: Mr. President, Board members, state members, the Fall Planning Meeting will be held in Phoenix, Arizona, at the Embassy
Suites-Biltmore. The room rate is $105 per night. The dates are Saturday, December 7, through Wednesday, December 11, 2013, and our host is Kenneth Scott Carson.

The Spring Planning Meeting will be held in Portland, Oregon, at the Embassy Suites. The room rate is $134 per night. The dates are Friday, April 11, through Wednesday, April 16, 2014, and our host is Richard Humiston.

The 2014 annual conference will be held in Louisville, Kentucky, at the Hilton Seelbach Hotel. The dates are Sunday, July 27, through Friday, August 1, 2014. The room rate will be the 2014 prevailing federal government per diem, and this will be determined.

The 2015 annual conference will be held in Sparks, Nevada at the Nugget. The room rate is $99 per night. The dates are Sunday, July 26, through Friday, July 31, 2015.

We will provide updates as information becomes available at our website, hsfo.com.

And this concludes my report.

PRESIDENT FITZER: Do we have a motion for acceptance?
MS. McDONALD: I move for acceptance of this report.

MS. GROSE: I'll second, Michelle Grose, Alaska.

PRESIDENT FITZER: We have a motion to accept and a second. Any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion carries.

Thank you.

Next we have the Training Report by Rick Brennan.

MR. BRENNAN: Mr. President, executive Board members, and fellow members, to date in this fiscal year we have held three training sessions. These were Advanced Cost Allocation, March 19 through 21, 2013, at the Phoenix Embassy Suites-Airport at 24th Street. Training was conducted by Public Consulting Group, PCG. There were 42 attendees from six states.

Medicaid II - Intermediate was held May 14 through 16, 2013, at the Embassy Suites Crabtree Hotel in Raleigh. Training was conducted by
PCG with 16 attendees from eight states.

Advanced Cost Allocation was held again June 16 to 18, 2013, at the Phoenix Embassy Suites-Airport at 24th Street with training conducted by PCG and with 44 attendees from six states.

Our HSFo budget, as approved in December, allowed for up to an $18,000 negative net revenue in training as a whole so that we would be able to present timely offerings relevant to our members' needs, all done with executive approval.

At this point we have achieved a net revenue to date for this function of approximately $3,500, which leaves the Board with significant flexibility in scheduling offerings for the remainder of the fiscal year.

A questionnaire regarding training needs was included in the program packet for this conference and discussions have been held with some individuals seeking to host a training event offering. Pending discussions with the Executive Committee over the next couple of weeks, a fall training schedule will be posted in the very near future.

That is my report, and I move for
acceptance.

PRESIDENT FITZER: We have a motion for approval. Do we have a second?

MS. WAHRER: Second, Margaret Wahrer, Kentucky.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion carries.

Good job, Rick.

Next we have the Continuing Education Report by Margaret Wahrer.

MS. WAHRER: Mr. President, members, the following is a report of the Continuing Education Committee's activities since the report for Reno, Nevada, planning meeting in April 2013.

A Medicaid II - Intermediate training was held in Raleigh, North Carolina, May 14th through the 16th, 2013. Issuance of earned CPEs is pending.

An Advanced Cost Allocation training was held in Phoenix, Arizona June 16, through 18 -- that's a correction -- 2013. Issuance of earned CPEs...
is pending.

This is my report, and I request acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Do we have a second?

SECRETARY CLARK: Second, Dague Clark, New Hampshire.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

Scott.

MR. CARSON: I suggest we amend the report to also show there was the Advanced Allocation training in March. I make a motion to amend the report to also show there was Advanced Allocation training and that's pending the CPE --

MS. WAHRER: This is since April. I reported that in April.

MR. CARSON: I will rescind my motion, and still point out that we did it.

PRESIDENT FITZER: Any further discussion?

Mr. Mead.

MR. MEAD: What does "pending" mean?

MS. WAHRER: I'm awaiting for the
MR. MEAD: From the state CPE?

MR. BRENnan: There's been some computer connection problems.

PRESIDENT FITZER: Any further discussion?

Hearing no further discussion, we have a motion to accept and second. All those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: Motion passes.

Thank you.

I mentioned at the beginning we will not be doing a Federal Issues Report. The next is the Nominating Committee Report by Deena Brown.

MS. BROWN: Mr. President, the application to be a candidate for the HSFo Board of Directors has been available to the membership throughout the business year on the HSFo website. In addition, the Nominating Committee reported at both the Fall and Spring Planning Meetings and encouraged any and all interested members to apply.

In accordance with HSFo bylaws, I have
been in touch personally with each of the current
Executive Board members.

Our current vice president, Ms. Brenda
Weisz of North Dakota, has agreed to serve as our
2014 HSFo president.

Mr. Dague Clark of New Hampshire, our
current HSFo secretary, has agreed to move up and
serve as the HSFo vice president for 2014.

Ms. Vonnetta Allenbaugh of Oklahoma,
currently serving as HSFo treasurer, has agreed to
move up to the position of HSFo secretary for 2014.

Ms. Karen Fricke of Arkansas has agreed
to move from historian to serve as HSFo treasurer for
2014.

As a result of these moves, the historian
position is left vacant.

Mr. President, this concludes the first
part of my report, and I ask that somebody make a
motion to accept.

PRESIDENT FITZER: Do we have a motion to
accept the first part of the Nominating Committee
report?

MR. ROBERTS: So moved, Harry Roberts,
Delaware.
PRESIDENT FITZER: Do we have a second?

MS. GROSE: I'll second, Michelle Grose, Alaska.

PRESIDENT FITZER: Any discussion on the first part of the report?

Hearing none, all those in favor of accepting the first part of the Nominating Committee Report say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: Part one has been accepted. Thank you.

MS. BROWN: Mr. President, in accordance with the HSFo bylaws, and on behalf of the HSFo Nominating Committee, I am pleased to offer Melissa Lange of Oklahoma as candidate for the position of historian on the HSFo Executive Board for 2014.

PRESIDENT FITZER: Do we have a motion to accept the second part of the nominating report?

MS. WEISZ: So moved, Brenda Weisz, North Dakota.

MR. ROBERTS: Second, Harry Roberts, Delaware.

PRESIDENT FITZER: Is there any
discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Thank you.

MS. BROWN: Congratulations, Melissa.

PRESIDENT FITZER: Next we have the Development Coordinator Report by Harry Roberts.

MR. ROBERTS: Good afternoon. President Fitzer asked me to serve this year in the role of development coordinator for purposes of being a resource to regional directors in forming, guiding, and monitoring their efforts in carrying out their responsibilities, including enhanced outreach to their states. This year my energies have been focused on chairing the special committee appointed by Past President Deena Brown to relook at the role of regional directors.

After the Fall Baton Rouge, Louisiana, Planning Meeting, a conference call was convened with the individuals who had volunteered to serve on the special committee. The volunteers were Mr. Doug Robinson, now retired, of West Virginia; Mr. Jerry
Berry of Arkansas; Ms. Melissa Lange of Oklahoma; myself of Delaware; Ms. Mary Fernald of Ohio; and Mr. Stan Mead, Louisiana. Additionally, Mr. Richard Billera of New York participated on the call.

As a result of the committee's discussion, a conceptual framework was arrived at. This framework was reported at the Spring Planning Meeting in Reno, Nevada. In the report the committee indicated that there was still a need for a position that reaches out to states/members in a regional manner. It was believed that the role of the position should be closely targeted and the structure revised.

At a very high level the framework includes: Changing the name of the position to regional coordinator.

The current number set at four from the current number of ten which includes two at large, with states assigned to each regional coordinator by the president.

The regional coordinators would be a member and serve on the Membership Committee.

The nomination/application process would be changed.
At the end of the presentation, I requested that the Executive Board, one, provide feedback on the conceptual framework; and, two, direction on how they would like the committee to proceed.

After reviewing the proposed framework and subsequent to the Reno planning meeting, the Executive Board approved the concept and asked the committee to draft changes to the HSFO bylaws. The goal was to finalize the changes in time to present them at the annual business meeting for the membership to vote on. The committee completed the bylaws changes, which had been posted on the HSFO website, in advance of today's meeting.

Bylaws chair, Jason Sanchez, will be presenting the complete set of bylaw changes for your consideration when he makes his report.

This concludes my report, and I move for its acceptance.

PRESIDENT FITZER: We have a motion for acceptance. Is there a second?

MS. WEISZ: Second, Brenda Weisz, North Dakota.

PRESIDENT FITZER: We have a motion and
second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Thank you.

Next we have -- I have to apologize. In the procedures for the nominating report, although I misunderstood that in accepting the report we were voting to accept Melissa Lange as historian, we do have to vote separately on that.

So may we have a motion for moving Melissa Lange into the historian position in 2014?

MR. ROBERTS: I so move, Harry Roberts, Delaware.

MS. GROSE: I'll second, Michelle Grose, Alaska.

PRESIDENT FITZER: We have a motion and second. All those in favor, please say aye.

All those opposed, please say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion passes.

Congratulations, Melissa.

(Applause.)
PRESIDENT FITZER: Next we have Jason Sanchez, the Bylaws Report.

MR. SANCHEZ: Good afternoon, Mr. President, Board, and members of the HSFo. The Bylaws Committee exchanged e-mails regarding the HSFo bylaws. Discussions were also held at the Spring Planning Meeting between various members present.

Three potential changes to HSFo bylaws were reviewed and changes recommended. A change to the voting privileges of past members.

A change to clarify the definition of a quorum.

A change to the structure of regional directors.

A copy of each proposed bylaw change is in your packet. It was required by bylaws that the proposed amendment be placed on the HSFo website at last 30 days prior to the annual meeting and that the membership be notified of the proposed change. The bylaws were posted on the website, and the membership was notified according to the laws.

This concludes my report, and I move for acceptance of the report.

MEMBER: Mr. President, I believe Jason
meant to say "past presidents" --

MR. SANCHEZ: Correct, yes.

MEMBER: -- instead of "members."

MR. SANCHEZ: Past presidents, please make that correction.

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

MS. McDONALD: I second, Michele McDonald, Maryland.

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

MR. ROBERTS: Discussion, Harry Roberts, in that we can accept this part of the report. Then we have to vote on each individual bylaw change.

PRESIDENT FITZER: Yes. This is going to be a two-part thing.

MR. ROBERTS: Got it. Okay.

PRESIDENT FITZER: Thank you. The motion is to accept the Bylaws Report, understanding that following this, Mr. Sanchez will read each proposed bylaw change and vote on them separately. The motion is to accept the Bylaws Report itself.

I believe we have a second.
MS. McDONALD: Second, Michele McDonald, Maryland.

PRESIDENT FITZER: Is there any further discussion?

Hearing none, all those in favor say aye.
All opposed say no.
(Vote taken; motion passes.)

PRESIDENT FITZER: The motion to accept the Bylaws Report passes.

Mr. Sanchez, will you please read each proposed bylaw amendment, and we will vote on those separately.

MR. SANCHEZ: Bylaw change No. 1, we are adding this clause to Article VI, Board of Directors after the word "Board of Directors" and before the end of the sentence; and the clause is "however, shall not have voting privileges as a member of the Board unless they are an elected or appointed member of the Board."

And I move that this change be accepted.

MS. GROSE: I second, Michelle Grose, Alaska.

PRESIDENT FITZER: We have a motion to accept and a second. Is there any discussion?
Hearing none, all those in favor say aye.

MR. CHIPUNGU: Wait a minute. I don't understand what that means. Can you explain this to me? What does this mean, basically?

PRESIDENT FITZER: This is a proposed change to establish or to clarify the voting privileges of past presidents.

MR. CHIPUNGU: What is there current role now voting-wise?

MR. ROBERTS: Heretofore, I'll say the practice has been that past presidents were voting members of the Board of Directors. I believe that was the case.

MR. SANCHEZ: It was not clear.

MR. ROBERTS: The practice was, but they really weren't. So what we are doing is clarifying that they don't have a vote, making sure that's clear so it's consistent with the Robert's Rules of Order.

MR. CHIPUNGU: Okay.

PRESIDENT FITZER: Is there any further discussion? I believe we have a motion and a second.

Hearing none, all those in favor --

MR. BERRY: Mr. President, you will need to count the votes. It will require a two-thirds
majority of those voting.

PRESIDENT FITZER: We need to vote then.

I believe we need a written --

MEMBER: You can count them. You can do a hand count.

PRESIDENT FITZER: We need a hand count.

All in favor of the bylaws change that was just read regarding the voting privileges of past presidents, all in favor of the change, please raise their hand.

SECRETARY CLARK: I get 20.

PRESIDENT FITZER: That's two-thirds.

Thank you.

The first proposed bylaw change related to voting privileges of past presidents is passed.

Bylaw change No. 2.

MR. SANCHEZ: Bylaw change No. 2, in Article VII, meetings, this clause is added after the word "registered" and before the word "at": "and in attendance (present either by person or by proxy)."

I move for acceptance of this change.

PRESIDENT FITZER: Do we have a second?

We have a motion. Do we have a second?

MS. WILSON: Second, Charissa Wilson, Mississippi.
PRESIDENT FITZER: We have a motion to accept and a second. Is there any discussion?

Hearing no discussion, we need to have a show of hands. This again needs a two-thirds majority vote for acceptance.

SECRETARY CLARK: We definitely have more than the required 16.

PRESIDENT FITZER: The bylaw change is accepted.

Jason, to you.

MR. SANCHEZ: Bylaw change No. 3 varies quite a bit so I'm going to try and get through this.

Page 1, the date is changed from August 6, 2009, to July 31, 2013.

Page 2, Article V, after the word "Regional" the word "Directors" is replaced by "Coordinators."

Section 1, also Article V, after the word "Regions" there's an addition of a clause: "Each state will be represented by 1 of 4 Regional Coordinators."

Section 2 of this same article this clause is added: "During the 2014 transition year (12/1/13 through 11/30/14), Regional Coordinators
will be appointed by the President. Thereafter, Regional Coordinators shall be elected through the following process. Individuals interested in the position of Regional Coordinator shall submit an application to the HSFo Nominating Committee for consideration. The application must be accompanied with a 'second'/recommendation from another individual. The 'second' must be from an individual of a member agency of HSFo, Past President, etc.  "At the annual business meeting, the Nominating Committee will present a slate of Regional Coordinator candidates for members agencies to vote on for a term of year. Each State will be covered by a regional coordinator. Each year States will be assigned to a Regional Coordinator by the President." The next two paragraphs beginning with "A" and ending with "numbered years" is deleted. Now, same article, section 3, after the word "Regional" the word "Coordinator" is replacing the word "Director."

In Section 4 the same change is made, the word "Coordinators" replaces the word Directors." At the end of Section 4, this clause is added: "Additionally, by virtue of their position,
each regional coordinator will be a member of and
serve on the Membership Committee."

Section 5, at the end of a paragraph in
Section 5, the word "Director" is replaced by
"Coordinator," and the other part of that clause,
"Regional Director At Large," is deleted.

Clause e of Section 5, the word
"Directors" is also replaced by "Coordinators."

Moving into Article VI, Section 1, the
word "Coordinators" replaces the word "Directors."

Again, in Article VI, Section 3, the word
"Eight" and the numeral ",(8)" are replaced by "A
majority of the."

In Article VIII, Section 4, the word
"Director" is replaced by the word "Coordinator."

Again in Article VIII, Section 2, clause
f, after the word "Historian," the words "and
Regional Coordinator" are added.

And that concludes all of the proposed
changes associated with bylaw change 3.

I move for its acceptance.

PRESIDENT FITZER: We have a motion for
acceptance. Do we have a second?

MR. BURKLOW: I'll second, Keith Burklow
from Illinois

PRESIDENT FITZER: We have a motion and a second. Is there any discussion?

MEMBER: Richard Billera, Past President. I have a question.

PRESIDENT FITZER: Go ahead.

MEMBER: The handout is different from what's in the book.

MEMBER: Yes (inaudible).

MEMBER: Oh, okay.

MS. FINE: Pamela Fine, Nevada, Washoe County. Under Article V, Section 4, you want your motion to correct the spelling error of the word "virtue," "Additionally by virtue."

MR. BERRY: Good point.

PRESIDENT FITZER: Please make that addition and modification on that section.

Any further discussion?

MR. ROBERTS: Harry Roberts, Delaware. We have posted the bylaw changes on the website. In subsequent discussions, several recommendations came forward to enhance this bylaw change, which that's what I handed out to everyone. I know it's not in color, so let me point out the changes we would like to recommend.
In Section I, after "Coordinators" we added "who shall be an employee of a member agency."

In Section II, third sentence, we added "submit an application to the HSFo Nominating Committee 30 days prior to the annual business meeting." We need to see what the nominations are to be able to review these.

In the sentence that says, "The 'second' must be from an individual of a member agency of HSFo or Past President" period, we took out "etc." Then we added a sentence to show clearly what does the Nominating Committee do. Really, all we're doing is we will review the application to ensure the appropriate experience and establish a field of all qualified candidates.

The point we want to make here, we're just determining whether they're qualified. If 30 people apply and they're all qualified, 30 people will come here for you all to choose from. If three people apply and three people are qualified, you get three. All we're doing is looking to see if they are qualified.

Now, you take a look at the historian application, you'll get an idea of what the
application would be for a regional coordinator. It shows your experience, et cetera, contributions to the organization. That gives you some idea.

Let's see, also in this transition year, since we're standing here today, the president will appoint the first slate of individuals. The process will probably be that Hank would be the one appointing them because you have to appoint them to have them in place for December 31.

MS. WEISZ: It's being coordinated.

MR. ROBERTS: Okay, whatever you-all work out. The point is, interested individuals need to contact them to let them know what your interest is. So I just want to make that clarification and make those recommendations to you for consideration.

PRESIDENT FITZER: Is there any other discussion?

Yes.

MR. BURKLOW: Can we all, whether it's by you or somebody else, clarify -- you know, I seconded the motion -- exactly what we are voting on, this language in the handout.

PRESIDENT FITZER: What we will do is ask for a motion on the amended language once we have all
the discussion.

MS. FRICKE: I just want to raise a
question to be sure I understand what we are doing
here. I think I do. Although it's saying that
there's a member agency -- that the second is made by
a member agency of HSFo or a past president, because
it is seconded, it has to be a voting member so that
person would have to be on the Board?

VICE PRESIDENT WEISZ: No. Sometimes a
past president is not a voting member or member of a
state agency. That's why it's listed as a past
president. We have some past presidents that are no
longer employed by a member agency. That's why it's
written "or."

MS. FRICKE: Right. But you just took
their vote away unless they were on the Board, I
thought, by the previous bylaw.

VICE PRESIDENT WEISZ: This is just a
letter of recommendation. It's not anything else.
It's as if you are applying for a job and you're
going out and getting a letter of recommendation.
They're making a letter of recommendation.

MS. FRICKE: They're just making a letter
of recommendation. It's not an actual second. I got
VICE PRESIDENT WEISZ: This was just a letter of recommendation, and we decided past presidents are entitled to offer that up.

PRESIDENT FITZER: Yes.

MR. CHIPUNGU: The Nominating Committee, is it created already?

MR. ROBERTS: Yes, it already exists.

That's what Deena Brown was, the chair of the Nominating Committee.

MR. SANCHEZ: The existing Nominating Committee will vet the regional candidates.

PRESIDENT FITZER: Yes.

Richard.

MEMBER: In light of the discussion explaining this section of the bylaws change, we heard that there may be three or 30 potential qualified candidates. My question is simple. How is the vote taken should there be 30 candidates? Sorry for the clarification, but I think it's kind of important and we should be able to amend it here.

MR. ROBERTS: Correct. It's is a good discussion item.

Why didn't you say that at lunch,
Richard?

PRESIDENT FITZER: Harry, do you have a thought?

MR. ROBERTS: That's an interesting question. Well, I guess one observation, do I really think we would get 30? That would be a nice problem to have.

MEMBER: Suppose you get more than four?

MS. FRICKE: Are these going to effectively be at large, kind of like the at large?

MR. ROBERTS: At large at the discretion of the president because the president is going to basically assign the coordinators to each state.

VICE PRESIDENT WEISZ: I think what Karen is trying to get at is did we not do secret ballot for the at large, and would we not as a voting membership vote for those four, and then the top four vote getters are the ones that are the regional coordinators year after year after year?

MR. ROBERTS: Right.

PRESIDENT FITZER: Michelle.

MS. GROSE: My question is because these four members are going to be members of the Membership Committee, what does the Membership chair,
what role and responsibility do they have for their
own committee?

VICE PRESIDENT WEISZ: It's defined in
the bylaws.

PRESIDENT FITZER: Can I share what the
intention I believe was? First off, regional
directors are supposed to be reaching out to their
states. They should be a resource to the Membership
Committee to recruit, follow up with current and
future members. So this would be a formal
responsibility versus some vague responsibility as it
was sort of defined previously.

Any further discussion?

Stan.

MR. MEAD: It doesn't limit the number of
membership. You can have more than that. It just
says they can participate if they're a member.

MR. ROBERTS: Exactly. It just means
they're included. It doesn't mean that they're the
only ones.

MR. MEAD: We want them to be active with
the membership.

MR. ROBERTS: Right. That's the purpose.

That was the intent, that they are active in the
process versus passive in the process. The intention
wasn't to pack the Membership Committee. That was
not the intent. The intent was to give resources and
to define "this is part of your job." The intent has
always been "this is part of your job." This is
defining "it's part of your job."

PRESIDENT FITZER: Anyone else?

We have here, I believe, a substantial
proposed amendment. Do we have a motion regarding
the amended language?

MR. SANCHEZ: Mr. President, I'd like to
actually withdraw my motion and replace it with the
two recommended changes that were included as part of
the discussion, the word virtue and then the
recommended changes proposed by Mr. Roberts.

PRESIDENT FITZER: We have a motion to
accept the bylaw change -- we have a substitute
motion to accept the bylaw changes as amended by
Mr. Roberts. Do we have a second?

MR. BURKLOW: I'll second, Keith Burklow
from Illinois.

PRESIDENT FITZER: Is there any further
discussion?

MEMBER: Discussion.
PRESIDENT FITZER: Yes.

MEMBER: If you are going to amend the substitute motion, then I think you should include in the amendment language about the voting mechanism because once you pass that, it's gone and it's over with, and I think you need to specify how, whether it's by plurality, whether it's one regional coordinator at a time until you fill all the vacancies. There's a variety of ways that the general membership can put forth their vote, and I think it should be covered in the bylaws so we don't have this discussion during the vote.

PRESIDENT FITZER: Mr. Mead.

MR. MEAD: Further discussion, I think Richard is absolutely right. We have to clarify this, but we don't have to clarify it now. Bylaws take effect as soon as they're passed. The next business meeting before we vote on them we can put it in their formally, so it's up to you. This is not a rush to the end of the world.

MEMBER: You cannot change the bylaw until next year.

MR. MEAD: That's right. You can change the bylaw and then vote.
PRESIDENT FITZER: Harry.

MR. ROBERTS: I would like to recommend that we modify the amended -- whatever -- to include in the second red paragraph, after a vote for a one year term, that we insert that --

MR. SANCHEZ: That we insert the language, "Regional Coordinators shall be elected at the annual meeting from among the members of association by the greatest number of votes cast."

MEMBER: That's fine.

VICE PRESIDENT WEISZ: Perfect.

MR. SANCHEZ: So I would like to substitute for my substitute motion with that third section of additional language based upon the discussion.

VICE PRESIDENT WEISZ: I'll second, Brenda Weisz, North Dakota.

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

All those in favor of the proposed bylaw change according to the amended motion language, substitute motion language just presented by Mr. Sanchez and Mr. Roberts, please raise your hand if you are in favor.
SECRETARY CLARK: We have 15. Please keep your hands raised. 15.

MR. BRENNAN: 16.

SECRETARY CLARK: Rick just added his vote. We have 16 then.

PRESIDENT FITZER: We have two-thirds?

SECRETARY CLARK: Yes, 16 is two-thirds.

We have a 16 majority and the motion passes.

MR. ROBERTS: The other thing that was just mentioned, we set the number of days for the applications. Next year we will be advancing a bylaws modification for consistency that for the historian application, it will be the same process, same number of days, get it in in advance of the annual business meeting. That's just a placeholder for next year.

PRESIDENT FITZER: Thank you.

I believe related to the just approved change in HSFo regional leadership, I think Brenda Weisz has a few words.

MS. WEISZ: In the change of bylaws just enacted a few minutes ago after many revisions and consideration, for those of you who are currently serving as a regional director, if you have an
interest in the regional coordinator position, which is very similar to the regional director position except it's putting a little more emphasis on working through the membership, defining the role, as Harry mentioned, and serving our members, let me know so we can get the first year kicked off and moving and then we'll get the process established for the voting. With the short time frame we're working with, we won't be able to do the voting process, which we have that lag year.

So if anyone is interested in continuing in that capacity of regional director, let me know so the Executive Board can take a look at who is interested and go through that process and get that established by December 1 of our planning meeting.

PRESIDENT FITZER: Thank you.

Moving into the Unfinished Business, I believe we have a brief report on the Fall Planning Meeting, Scott Carson.

MR. CARSON: A quick briefing, we are hosting the Winter Planning Meeting -- Fall Planning Meeting in December. It's December 6 through December 11. The hospitality suite will open that Friday, December 6, and will be open through the
night of Tuesday the 10th, closing on the night of
Wednesday the 11th.

The rates are good before and after. As
you heard earlier in the report, the rate is $105 a
night plus a 13.27 percent tax. That brings the room
up to about $118.93. We are still scheduling all of
the events. We will try to get stuff for people to
do, get a list of the different restaurants,
different events around there; also try to have a
couple people there so if somebody needs something,
we can take them out, run some errands or do whatever
it is that they need.

There's a lot of great shopping and
everything else right around this. It's at the
Biltmore, for anybody that has been to Arizona, so
there's tons of stuff around there, the same location
we held it, I believe, five years ago when we hosted.
And the dinner and food stuff will be finalized
within the next month to month and a half with the
hotel. As soon as we get that, I will forward that
out so everybody can see it and make their choices.

That's my update.

PRESIDENT FITZER: Thank you. Do we have
a motion to accept the update?
MR. CARSON: I'll make a motion to accept the update.

MS. GROSE: I'll second, Michelle Grose.

PRESIDENT FITZER: We have a motion and second. Is there any discussion?

Hearing none, all those in favor say aye.

All opposed say no.

(Vote taken; motion passes.)

I think next we have a report from Dick Humiston on the Spring Planning Meeting in 2014.

MR. HUMISTON: The Spring Planning Meeting in April of 2014 will be held in Portland, Oregon. It will be held April 11 through the 16th. Hospitality, as Scott indicated, will be open Friday through Tuesday. The hotel we have selected is the Embassy Suites at the airport. It is right next to the airport. There's a shuttle to the airport. Additionally, this hotel is right on the light rail lines so there's easy access to virtually anyplace in Portland through the light rail system there. If you want to go downtown to dinner, up a two-block walk to the light rail station. Additionally, we will offer shuttle service.

It's about three blocks to the Leatherman
outlet; four blocks to the Ikea store, so if you've
never been to an Ikea store, it is quite an adventure
in and of itself.

The rate is $134 plus tax. That includes
parking, breakfast, et cetera. We haven't been to
Oregon for some time so we are looking forward to
being able to host the meeting there.

VICE PRESIDENT WEISZ: I'll move for
acceptance of the report.

PRESIDENT FITZER: We have a motion for
acceptance. Do we have a second?

MS. GROSE: I'll second, Michelle Grose,
Alaska.

PRESIDENT FITZER: Any discussion?

MR. REYNOLDS; Brian Reynolds, Delaware.

I just have a comment. Dick, I know you've put a lot
of work into this already. I don't know exactly when
the decision was made as to what hotel we were going
to go to, but I would strongly encourage us to please
move downtown whenever possible. The airport
location isn't best for people bringing families with
them. I'd like to bring my daughter and my wife with
me. I certainly don't want to have them riding 45
minutes downtown on light rail.
I understand the economics of it. We don't have to go through the whole thing, but just generally speaking, I hope we give more preference to a downtown location.

MR. HUMISTON: In Portland we looked at the downtown. It was more expensive. It was $25 a night for parking. Again, the light rail in Portland is very accessible. Everybody rides it. It is a very clean, safe transportation system, and, I mean, you can go to a number of different shopping malls, Washington Square or Pioneer Square downtown, so it's varied options. Free parking was a real plus versus being downtown and paying a higher rate plus $25 a night for parking. It just kind of got a little expensive for us.

As in most towns, there were about five hotels within that same two- or three-block radius at the airport, and this one gave us the best offer.

PRESIDENT FITZER: Any further discussion?

Hearing none, all those in favor of the Spring Planning Report say aye.

All opposed say no.

(Vote taken; motion passes.)
PRESIDENT FITZER: The motion passes.

Before we go into the next two reports, it was mentioned -- I think this is an excellent idea -- for the benefit of those who are absolutely new to HSFo in this room, a little bit about the planning meetings. We have one in the fall, usually in early December, and a second one in the spring, sometime late March, early April.

The purpose of these is to meet. We vote on the budget in the December meeting, and it's the early gathering of the Program Committee. They've done some work, usually on the phone, before the fall meeting to start forming the work on the program. The spring meeting we take care of further business and usually vote on the final product of the planned program. So anyone here who was wondering what those were about, we have two outside from the annual business meeting, the Fall Planning Meeting and the Spring Planning Meeting.

Thanks.

Next I'd like to ask Margaret Wahrer to give us a report on the Kentucky arrangements.

MS. WAHRER: You guys can really read most of this, and I did give a report in the meeting
earlier. We will be at the Seelbach. They change	heir rates every August so I wasn't able to get what
the current government rate will be, because Michele
McDonald asked me for that, and they said currently
it's $99 a night and it changes every August, so we
should know that sometime next month.

We have contracted with them three days
on either end of the conference so if somebody wants
to come and bring their family and have a longer
vacation, they will get those government rates on
both sides of the conference, and we will probably be
the primary tenant of the hotel.

The location of the hotel, people will be
able to go out, walk around. We have easy access
walking, Fourth Street Live, restaurants, shops,
museums, really a lot of area that you can cover on
your feet.

And, of course, as I said earlier, if you
want to take a car trip, Bardstown is close. Maker's
Mark is close. Horse farms are close, so you have
access to lots of activities. One consideration we
have thought of might be a riverboat ride or the
Kentucky Derby museum. These are only
considerations. We do not have anything finalized.
That is my report. I move for acceptance.

MS. McDONALD: I second it, Michele McDonald, Maryland.

PRESIDENT FITZER: We have a motion and a second. Do we have any discussion? All those in favor of accepting the Arrangements Report for Louisville, say aye.

All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: The motion carries.

Thank you.

We have one further report. Stan Mead will give us an update for the 2015 arrangements for Sparks, Nevada.

MR. MEAD: The 2015 conference will be held in Sparks, Nevada, at John Ascuaga's Nugget. I believe our contract starts on Friday, July the 24th, and runs through July the 31st, and we have three days on both sides. The rate is $99, plus 13.5 percent local tax, and the rate does include the resort fee so it won't show up anywhere about a resort as we threw it into the rate.

The biggest thing about the conference,
it will be self-hosted. It will be the first time in
HSFo history we don't have a state-sponsored. We had
an organizational meeting Sunday. Several people
volunteered. We have committees assigned, but
anybody that wants to help, our hope is a lot of
people volunteer. If you have ever done arrangements
anywhere, you know how big that is, so if you would
get ahold of myself or go to the website, we are
putting the other members of the arrangements
committee out there or any member of the Executive
Board, we certainly would appreciate it.

That is my report, Mr. President.

PRESIDENT FITZER: Thank you. Do I have
a motion for acceptance?

MR. ROBERTS: So moved, Harry Roberts,
Delaware.

PRESIDENT FITZER: We have motion for
acceptance. Do we have a second?

MS. MCDONALD: I'll second, Michele
McDonald, Maryland.

PRESIDENT FITZER: We have a motion and a
second. Is there any discussion?

Hearing none, all those in favor of the
report say aye.
All opposed say no.

(Vote taken; motion passes.)

PRESIDENT FITZER: We have new business.

Stan, I think you have something for new business.

MR. MEAD: Yes, Mr. President. The Fall 2015 Planning Meeting will be held in Oklahoma City, Oklahoma. I'd like to thank Deena and all the people from Oklahoma for volunteering for that. We don't have the dates yet, but we will be going to Oklahoma City. We are actively soliciting proposed possible sites for the planning meeting of 2015, as well as the conference site for 2016. We have nobody that's volunteered yet, to my knowledge, unless somebody's heard something. If you're interested, I'm sure Vonnetta would like to talk to you.

That concludes my presentation.

PRESIDENT FITZER: Thank you very much.

Do we have a motion to accept?

MS. WILSON: I move, Charrisa Wilson, Mississippi.

MS. GROSE: I second, Michelle Grose.

PRESIDENT FITZER: We have a motion and a second. Any discussion on the presentation of the
new business?

    Hearing none, all in favor say aye.

    All opposed say no.

    (Vote taken; motion passes.)

PRESIDENT FITZER:  The motion passes.

Is there any further new business?

MR. CARSON:  I move for adjournment.

PRESIDENT FITZER:  Hearing none, we have a motion for adjournment.

MS. GROSE:  I'll second, Michelle Grose.

PRESIDENT FITZER:  Any discussion?

Hearing none, all in favor please say aye.

All opposed say no.

(Vote taken; motion passes.)

(The meeting adjourned at 4:52 p.m.)

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CERTIFICATE

I do hereby certify that the foregoing is a true and correct transcript of the proceedings taken by me in this matter on Wednesday, July 31, 2013, and carefully compared with my original stenographic notes.

__________________________________________
Rosemary Foster Anderson,
Professional Reporter and Notary Public in and for the State of Ohio.

My commission expires April 5, 2014.

(RFA-73018)

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