

Final - Approved June 6, 2012

# Executive Committee Meeting Minutes

January 24, 2012 (teleconference) - 9:00am PST

## ATTENDEES:

- Executive Committee: James Goldstene (Chair), Robert Noel de Tilly (Vice Chair), Jean-Yves Benoit (Treasurer)
- Directors: Michael Gibbs (alternate for Matthew Rodriguez)
- Other Invited Participants: Jim Whitestone, Heather Pearson, Annie Mulcahy, Mark Wenzel, Holly Stout, Patrick Cummins, Lydia Dobrovolny

James Goldstene convened and facilitated the meeting.

## 1. Update on Tracking System Service Delivery RFP Review Process

The Committee received an update on the status of the tracking system service delivery RFP review process. Written questions from potential bidders were due by 5:00p.m. on Tuesday, January 24. A procurement team has been formed with representatives from each jurisdiction, and will meet on Wednesday, January 25 to review the questions and begin developing responses. Responses will be shared with the Committee for review and approval before they are posted.

## 2. Next Steps in the Executive Director Search Process

The Committee agreed to hold a closed executive session to discuss personnel matters, with James Goldstene, Robert Noel de Tilly, Jean-Yves Benoit, Michael Gibbs, Jim Whitestone, Heather Pearson, Patrick Cummins, and Lydia Dobrovolny in attendance. Minutes related to personnel and human resource discussions are not posted publicly.

Meeting adjourned at 10:00am PST.

**Next meeting: February 7, 2012 at 9:00am PST**