

## Meeting Minutes from the WWMA Virtual BOD Meeting – April 25, 2022

**Call to Order** at 1:00 pm PST, 2:00 pm MST – Cadence Matijevich, WWMA President

**Roll Call of States** – Mahesh Albuquerque, WWMA Secretary/Treasurer

Present:

Alaska-Garret Brown,  
Arizona-Kevin Allen  
California-Kevin Schnepf,  
California, Los Angeles County-Kurt Floren  
California, San Luis Obispo County-David Aguayo  
Colorado-Scott Simmons, Mahesh Albuquerque  
Idaho-Kevin Merritt  
Nevada-Cadence Matijevich  
New Mexico-Roxanne Chepsongol  
Washington-Tahis McQueen  
Wyoming-Bob Weidler

Absent:

Hawaii  
Montana  
Oregon  
Utah

**Approval of Minutes** – Kurt Floren made a motion to approve the minutes from the Board of Directors Meetings on September 26, 2021 and November 23, 2021, Mahesh Albuquerque seconded. The minutes were approved without any changes.

**Old Business** – Cadence provided updates:

1. The WWMA letterhead updated with current logo.
2. In response to recommendations from 2021 WWMA PDC for the need for Standing Committee Preparation and Training a small workgroup consisting of Cadence Matijevich, David Aguayo, Mike Brooks and Garret Cooper have met several times to review and draft revisions to *WWMA Guide to Serving on Standing Committees*. Also considering a Committee Orientation Session. Discussion on challenges recruiting committee members and the need for training, Since Western meets first, other regions often follow our lead on items  
Pg 14 - would like more time for final committee reports but NCWM deadline is Nov 1  
Pg 3 of 4 - “No Recommendation”, lots of discussion, need to take a position on all items
3. Need to create a WWMA Administrative Policy on Review and Approval of Form-15 Proposals for Inclusion on WWMA Standing Committee Agenda.  
Lots of discussion and questions. Do we need to limit our members after the NCWM Form 15 deadline? August 15<sup>th</sup> deadline is not reasonable. Do not want extensions to become a work around. Often receive incomplete Form 15's just to meet the deadline. Form 15 is a pre-screening tool. Does Committee Chair get to make decision on acceptance or rejection of Form

15? NCWM can do better job of raising awareness of Form 15 deadline, beginning e-blasts in March and every month thereafter.

**New Business** – Cadence Matijevich asked whether BOD needed to consider Emergency Declaration pursuant to Article V, Section 2 of WWMA Bylaws for 2022 Annual Meeting. Discussion and consensus was “No” as it will be an in-person meeting.

Cadence Matijevich provided a conference planning update. Planning team meeting every two weeks. Registration fee will be \$400 with annual membership.

Cadence Matijevich provided updates on Committee appointments, and sought recommendations for vacancies. Experience serving on regional committees prepares members to serve at the National level.

Meeting adjourned at 2:08 PST, 3:08 MST.