

**Tennessee Council on Developmental Disabilities
Executive Committee Meeting
Sunday, October 25, 2015
4:30 p.m. Central/5:30 p.m. Eastern
Embassy Suites Nashville Airport – Embassy Boardroom
MINUTES**

Present: Roger Gibbens, Reneé Lopez, Evan Espey, Tommy Lee Kidd

Absent: Debbie Riffle

Staff: Wanda Willis, Lynette Porter, JoEllen Fowler

Roger Gibbens, Chair, called the meeting to order at 4:45 p.m. and reviewed the agenda.

1) Review/approve October 7th Executive Committee call minutes

Tommy Lee moved to approve the October 7th minutes as written. Evan seconded. No discussion. Approved.

2) Review Retreat agenda

Roger reviewed the Retreat agenda in detail and asked Executive Committee (EC) members to encourage other Council members to take the lead and report out for small groups, rather than asking staff. This is a good opportunity to give members a chance to use their leadership skills. Roger also asked the EC to encourage all members to participate in the workgroups.

3) Follow up to Executive Committee orientation: any questions about roles during the planning conference and throughout the year?

Wanda asked new EC members if they had any questions or follow up from the new EC member orientation. She mentioned that the Retreat is a good opportunity to engage everyone. Reneé mentioned she appreciated receiving the policies again to refresh her memory. Roger gave a personal example of being clear with media about expressing your own personal opinion on topics vs. stating a position of the Council.

Renee moved to adjourn, Evan seconded. Approved.

Next Executive Committee call: Wednesday, December 2, 2015 at 11:00 a.m. CST/12:00 noon EST. The November call was canceled.

Next Executive Committee meeting: February 25, 2016 @ 4:30 p.m. CST/5:30 p.m. EST @ Embassy Suites Airport

Prepared by: JoEllen Fowler, Administrative Assistant

Approved by: Wanda Willis, Executive Director