

STEM Action Center Board | 2013

STEM Action Center Board Meeting Minutes

June 3, 2013 • 3:00 p.m.

Governor's Office of Economic Development
60 E. South Temple, Third Floor

Members Present:	Spencer P. Eccles, Robert Brems, Blair Carruth, Christine Kearl, Gene Levinzon, Stan Lockhart, Martel Menlove, Mark Openshaw, Jeff Nelson, Bert VanderHeiden
Members Absent:	Brad Rencher
Staff:	Sophia DiCaro, Vincent Mikolay, Carol Curchoe, Michael Sullivan, Sue Redington, Sharon Cox
Visitors:	Lance Soffe, Ben Hart, Meredith Mannebach, Brent Petersen, Steve Lindsley, Richard Nelson, Tami Goetz, Norm LeClair, Diana Suddreth

Welcome & Appointment

Spencer Eccles welcomed everyone to the meeting and mentioned that Jeffrey Nelson had recently been appointed by the Governor as Chair of the STEM Board. Dana Powers then led the swearing of Mr. Nelson after which, Spencer turned the time over to the Chairman.

Approval of Minutes

The chairman asked the Members to review the minutes of the last STEM Board meeting. No corrections were made.

MOTION: JEFFREY NELSON MOTIONED TO APPROVE THE MINUTES, SECONDED BY CHRISTINE KEARL. THE MOTION WAS UNANIMOUSLY APPROVED.

Review Timeline

Vince Mikolay presented the timeline to the September Pilot to the Board. Discussion followed. Comments included the following:

- Technology should be selected before the RFI is issued
- The timeline seems reasonable

MOTION: MARTEL MENLOVE MOTIONED TO APPROVE THE TIMELINE AS PRESENTED, WITH THE ABILITY TO REVISIT IT IF NEEDED. JEFFREY NELSON SECONDED. THE MOTION WAS UNANAMOUSLY APPROVED.

Progress Report

a) RFI - Carol and Vince presented the RFI to the Board, pointing out the key highlights. A period of question and answer followed including the question of whether or not USOE was involved in the preparation of the RFI, to which Carol answered in the affirmative.

MOTION: STAN LOCKART MOTIONED TO ACCEPT THE RFI AS WRITTEN AND TO CONTINUE WITH THE JUNE 14th POSTING DATE. MARK OPENSHAW SECONDED. THE MOTION WAS UNANAMOUSLY APPROVED.

b) Stem Assets - Vince presented the Existing STEM Assets. Discussion followed. Comments included the suggestion that the Board should consider what other sources are out there and work closely with the USOE in this effort.

ACTION: IN THE SCHOOLS SELECTION PROCESS, INCORPORATE DETAILS OF THEIR CURRENT TECHNOLOGY STATUS.

c) Working Groups - Vince introduced Brent Peterson and Steve Lindsley from COMCAST Spotlight to the Board Members. Steve stated that COMCAST is focused on three areas:

- 1) Private partnering: Comcast is willing to come in with a significant amount of cash in 2014 to show that they are a committed partner
- 2) Educating children, parents and teachers: Steve suggested that the Board form a media working group to implement this.
- 3) Access to content programmers: Comcast is willing to reach out to the content networks to get their buy-in and cross channel promotions.

Discussion among Board members followed in regards to working groups. The following working groups were suggested: Industry, students, competitions and fairs, instructional technology experts, professional development, REF, teachers.

MOTION: STAN LOCKHART MOTIONED TO GIVE GOED STAFF THE AUTHORITY TO PUT TOGETHER WORKING GROUPS AS NECESSARY AND REPORT ON THEIR PROGRESS AT EACH BOARD MEETING AND TO INCLUDE ONE MEMBER FROM THE BOARD IN EACH WORKING GROUP. SECONDED BY MARK OPENSHAW. THE MOTION WAS UNANAMOUSLY APPROVED.

Other Business

a) Communications Policy – The Communications Policy was handed out to Board members and Michael Sullivan noted key points such as: Members should speak within their areas of expertise; news releases should be cleared with the Board before being sent out, and another staff member should be present whenever a Board member is being interviewed by the press.

b) Electronic Meetings Policy – The Electronic Meetings Policy was handed out to Board members and Michael Sullivan noted key the points. He also stated that the Board should consider what their style-guide is going to be. Following Michael's comments, Spencer pointed out that in the absence of the Executive Director, the Chair is the spokesperson for the Board.

MOTION: MARC OPENSHAW MOTIONED TO ADOPT THE COMMUNICATION AND ELECTRONIC MEETINGS POLICY. SECONDED BY BLAIR CARUTH. THE MOTION WAS UNANAMOUSLY APPROVED.

MOTION: MARTELL MENLOVE MOTIONED TO MOVE TO THE CLOSED SESSION IN ORDER TO ADDRESS HUMAN RESOURCE AND OTHER RELATED ITEMS. JEFFREY NELSON SECONDED. THE MOTION WAS UNANAMOUSLY APPROVED.

Closed Session

Vincent presented to the Board, an alternative path to the Executive Director hiring process, explaining that after conducting a number of first interviews for this position, no suitable candidate was found to present to the Board for consideration. The suggested alternate path is to hire a STEM Program Manager and observe his or her performance with a view to seeing whether or not that person could fill the Executive Director position, while at the same time continuing the search an Executive Director. Discussion followed after which a STEM Program Director candidate was then brought in front of the Board for their consideration.

Next Meeting & Adjournment

The probability of changing the day of the Board meetings from Mondays to another day and to other venues was brought up and tabled. The meeting was then adjourned at 5:45 pm