

Catastrophic Leave Committee Meeting

October 10, 2014

Agenda

1. Call to Order
2. Roll/ Introduction of Members
3. Volunteer to take meeting notes
4. Review Purpose and Responsibilities
5. Discuss/determine if any revisions need to be made to the policy
6. Document revisions if necessary
7. Determine if continuation of meetings via email to review/approve requests are satisfactory
8. Other business
9. Adjourn

Minutes

Meeting was called to order at 11:00 a.m. In attendance were Haven David (chair), Mindi Flynn, Sharon Cudjo, Dean Brumley, Nancy Smith, Jason Scheller, Angela Walker, Maritza Scarborough, Jessie Dickerson, Cyndi Danner, and Connie Monteith. Haven decided to take notes. Introductions were made for new members.

Members were asked if they had reviewed the Purpose and Responsibilities of the committee. All had reviewed prior to the meeting. There were not comments/recommendations on the Purpose/Responsibilities.

The process of requests for Catastrophic Leave was explained to new members. It was then explained that in the past we have handled voting on these requests via email. This has proven to be a smooth and easier process for all. Jason Scheller made the motion to continue this process. Maritza Scarborough seconded. The motion passed.

There was no other business. The meeting was adjourned at 11:08 a.m.

10/19/2014 – Minutes approved via email by majority vote.