

September 26, 2023 SEIC Meeting Agenda & Meeting Minutes

Location: Virtual | All times EDT

Tuesday, September 26, 2023

SEIC Meeting

- 7:00 PM ET - Call to Order
- 9:00 PM ET - Call to Adjourn

ACA Zoom Conference Call Info for SEIC Meeting:

- Zoom Meeting [Link](#)
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Resources:

- [Parliamentary Procedure](#)
- [Operating Procedures](#)
- [Voting Spreadsheet](#)
- [SEIC Policy Manual](#)

7:00 PM ET - Welcome & Call to Order (Anna Levesque)

- 2 Word Check-In
- Establish Quorum
- [Previous Meeting Minutes from June 27, 2023](#)
- Overview of the Meeting
- Ground Rules
 - Raise your electronic hand
 - Speak from the heart and get to the heart of the matter
 - There will be time limits when discussing motions

*****This is not an official voting meeting, however, if we have a quorum present, and the Board decides to take a vote on a motion presented at the meeting the following rules will apply unless otherwise stated.**

Discussion & Vote on Motions

Reminders

Discussion Limits - because of new motion submission procedures via CMS and an online comment / review period available on Slack, motion discussion will be limited during formal meetings.

- Voting & making sure that sheet is pulled up

- Abstentions are not included in determining the total number of votes cast for or against a motion. They are only counted to ensure the maintenance of quorum.
- Motion Presenter is allowed up to 5 minutes to introduce a motion.
- Comments or concerns are limited to 2 minutes for each attendee (limited to two contributions per motion and not consecutively if others are waiting to share).

New Business: (Anna Levesque)

- CKC new curriculum presentation - Ryan Rushton, 30 minutes
 - [Motion 2023-09-01](#)
 - [Motion 2023-09-02](#)
 - [Motion 2023-09-03](#)
- ITDW for IT process presentation - Trey Rouss introduce - Todd Johnstone-Wright and Josh Hall, 30 minutes
 - [Motion 2023-09-04](#)
- Curriculum Design Committee update - Trey Rouss, 5 min
- Updates to CMS - 5 min
- Update on RAC/SEIC collaboration for regional instructor updates - Andrea White/John MacDonald, 5 min
- Staff Update - Kelsey, 5 min
- SEIC Budgeting Process Overview - Anna Levesque

Discussions

- What projects would you like to see SEIC take on? - Anna/Trey
- How can we make the Update process more accessible and standardized?
- What support would you like to see from the Ex Comm?

Upcoming SEIC Meetings (Anna Levesque)

- Winter SEIC Meeting - Saturday, December 2, 2023 10 AM - 4PM ET

Plus/Delta/Dance Move**Adjourn**

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Recording of the meeting:

https://us06web.zoom.us/rec/share/RcVs7dTc3fk2vrYGUSBzY5r3rHjdclodFibbDugsbxCejlik9xwteeu_dgy1VeRW.DqO8oGkrVjN9ARGB?startTime=1695769227000

Passcode: &bljFjH1

Voting members in attendance: Anna Levesque, Trey Rouss, Elisha McArthur, Jeff Atkins, Patrick Higgins, Kyle Thomas, Rachel Nagle, Crystal Skahan, Mike Aronoff, Tom Burroughs, Tommy Holden, Robin Pope, Ge Wu, R.J. Forth, Ryan Rushton

Guests in attendance: Andrea White, Bev Cosslett, Jon T., Josh Hall, Todd Johnstone-Wright, Scotty McGee, John Browning, John MacDonald, Robert Kauffman, Phil Salvador, Kelsey Bracewell

0:13: Welcome to everyone, introductions

7:46: Quorum established

8:23: Review of meeting agenda

9:30: Review of ground rules of the meeting

11:10: Ryan Rushton begins CKC presentation, containing the following motions:

- **Motion 2023-09-01**, submitted by Ryan Rushton/CKC: “Update L2-L4 Skills Assessments / Add L5 Skills Assessment.”
- **Motion 2023-09-02**, submitted by Ryan Rushton/CKC: “Assessor's Guides for Coastal Skills Assessments.”
- **Motion 2023-09-03**, submitted by Ryan Rushton/CKC: “Update L2-L5 Coastal Kayak Instructor Criteria.”
 - CKC motions documents/curriculum:
 - [L2 Documents – PDF](#)
 - [L3 Documents – PDF](#)
 - [L4 Documents – PDF](#)
 - [L5 Documents – PDF](#)
 - [Word Files](#)

38:33: Voting upon motions #1-3 (listed above). All three motions were passed with a vote of 13 yes, 1 oppose, and 1 abstention.

42:18: Voting concluded

42:30: Trey Rouss thanks to CKC and brief introduction of the ITDW proposal (described below)

44:24: Todd Johnstone-Wright describes the ITDW proposal, containing the following motion:

- **Motion 2023-09-04**, submitted by ITEs Todd-Johnstone-Wright, JOsh Hall, and Ben Morton: “ITDW Program Proposal.”
 - [Program proposal](#)
 - [Draft of ITDW course schedule](#)
 - [Implementation plan](#)

01:21:25: With amendments and clarification included, Anna Levesque reiterates the motion to be voted upon

1:21:51: Motion brought forth by Ryan Rushton, seconded by Elisha McArthur

01:23:55: Motion passes 11 yeas, 2 oppositions, 1 abstain

01:25:20: Curriculum Committee update from Trey Rouss

01:28:51: CMS functionality updates from Trey Rouss

01:37:48: Regional Activity Council (RAC) Update from John MacDonald

01:42:17: SEI Department/ACA Staff updates from Kelsey Bracewell

01:49:55: Budget Update from Anna Levesque

01:57:24: Plus Delta Dance Move

02:08:12: Meeting adjourned