



## MEETING MINUTES

# January 18, 2022

6:00 P.M.

Development Services Building, Room 107 A/B

\* ABSENT FROM MEETING

\*\* ATTENDED MEETING VIRTUALLY

### Open Meeting

Clarice Torian, Chair of the DSS Advisory Board, opened the meeting at 6:05 p.m.

### Approval of Minutes

The Minutes of the November 16, 2021, meeting were approved. [SC, JDM; unanimous]

### Public Comment

None.

### Action Items

#### **Election of Officers**

- A **MOTION** was made by Jacob D. Mosser and seconded by Andrea Wilson, to nominate Clarice Torian to serve as Chair of the Advisory Board. **MOTION** approved by unanimous consent. Clarice Torian elected to serve as the DSS Advisory Board Chair for the 2022 session.
- A **MOTION** was made by Scott Connelly and seconded by Jacob D. Mosser to nominate Laurie Wilson to serve as the Advisory Board's Vice Chair. **MOTION** approved by unanimous consent. Laurie Wilson elected to serve as the DSS Advisory Board's Vice Chair for the 2022 session.

#### **Meeting Day and Time**

A **MOTION** was made by Idris O'Connor and seconded by Scott Connelly to move the time of the Advisory Board meetings from 6:00 PM to 6:30 PM on the third Tuesday of the month (except August and December). **MOTION** approved by unanimous consent.

#### **Calendar of Topics**

The Board was asked to decide what topics they would like to have covered during the 2022 meeting session. Several ideas were discussed. The Board asked the Director to create a schedule, incorporating the meeting ideas discussed, and bring it for approval to the February meeting. Approved by unanimous agreement.

#### **DSS Advisory Board Charter**

Changes to the Charter were discussed and approved. **MOTION** to approve DSS AB Charter as amended, [SC, AW; unanimous].

#### **Letters of Congratulations**

**MOTION** to approve congratulatory letters from the Board to recent Leadership at All Levels Award recipients, [AW, IO; unanimous].

