Members in Attendance:
1. Kim Madris  Chair, NV
2. Karen Tucker  FL
3. Sidney Nakamoto   HI
4. Chuck Placek   ND

Members not in Attendance
1. John Gusz    NJ
2. Sheryl Cudney   AZ
3. Kari Rumbaugh  NE
4. Kela Thomas  SC
5. Dawn Persels  OR

Guests:
1. Shawn Arruti   NV

Staff:
1. Harry Hageman
2. Sam Razor
3. Mindy Spring
4. Kevin Terry
5. Barno Saturday

Call to Order
Commissioner K. Madris (NV) called the meeting to order at 2:01 pm ET. Four members were present, the quorum was not established.

Executive Committee Updates: Commissioner K. Madris (NV) informed the Committee members about the upcoming Annual Business Meeting.
Commissioner K. Madris or a DCA Liaison Committee member will present the concepts of the DCA Region Chair and the DCA Mentoring Program at the region meetings in Boston. The regions will nominate and vote on the DCA region chair in their region.

DCA Mentoring Participation Updates: DCA S. Arruti (NV) mentors a new DCA from the East Region – Connecticut. He received a lot of good feedback from the mentored DCA. In the ideal world, the mentor should be from the same region as the mentored DCA.

The DCA mentoring program is set to last a year, unless requested otherwise.

DCA Mentoring Program Worksheets: The Committee reviewed the DCA Mentoring Program’s worksheets. The national office will forward the DCA Liaison Committee the contact information of a newly appointed DCA.

The Committee will email their changes to the worksheets and the welcome letter to Commissioner Madris by August 2nd.

The national office will send the welcome letter on behalf of the DCA Liaison Committee Chair.

K. Tucker inquired whether the region chairs need to meet with their regions to share the DCA Mentoring Program information prior to the ABM. Commissioner K. Madris (NV) encouraged the region chair to meet with their regions if they can.

Commissioner K. Madris (NV) suggested meeting informally as a committee at the ABM in Boston.

The Committee will meet again at 2 pm ET on October 24, 2013.

Adjourn
Meeting adjourned at 2:37 pm ET.