

Business & Finance Team Minutes
06.06.2022
1:00 p.m.

Meeting Facilitator: Brandy Woods

Roll Call:

<input checked="" type="checkbox"/>	Stephanie Bigham	<input checked="" type="checkbox"/>	Chris Clark	<input checked="" type="checkbox"/>	Tim Frizzell
<input checked="" type="checkbox"/>	Amanda Hazel	<input type="checkbox"/>	Jennifer Herren	<input checked="" type="checkbox"/>	Kelly Jennings
<input checked="" type="checkbox"/>	Karen McGoy	<input type="checkbox"/>	Stacy Simpson	<input checked="" type="checkbox"/>	Brett Whitnel
<input checked="" type="checkbox"/>	Michelle Williams	<input checked="" type="checkbox"/>	Brandy Woods	<input checked="" type="checkbox"/>	Christina Wright

Agenda Items:

1. Call to Order

Brandy called the meeting to order at 1:02 p.m.

2. Approve Minutes of April 4, 2022

Karen made a motion to approve the April 4, 2022 minutes as written, with a second from Brett. The motion carried.

3. Guest: Dr. April Teske

Dr. Teske provided an overview of the policy review tool. She stressed the tool is a starting point for teams to begin discussion on policy. Dr. Teske reviewed the elements of a policy and discussed the differences between policies and procedures.

4. Customized Program Costing Tool

Brandy did not pursue the cost of outsourcing the program costing tool. She was told by Brad McCormick to hold off on moving forward due to a program costing spreadsheet that Dr. Taylor is working on.

Items Requiring Action:

Dr. Teske will send Brandy the link to the policy review tool. Members will be sent further information on polices to rank before the next meeting.

Adjournment

Christina made a motion to adjourn the meeting at 2:00 p.m. with a second by Mandy. The motion carried.