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Meeting date | time 4/18/2023 2:00 PM | Meeting location 246 Pleasant Street Suite 218,  
Concord

Type of meeting	Executive Committee Meeting	Attendees: Jessica Bates, Marc Clement, Vicki Blanchard, Rhonda Siegel, Joe Ribsam, Morissa Henn, Jo Porter (virtually), Kim Fallon, and Robyn Guarino.
Facilitator	Marc Clement	
Note taker	Jessica Bates	

## AGENDA TOPICS

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Time allotted | 5 minutes | Agenda topic Welcome and Roll Call |

WMUR was present for our public session of the meeting.

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Time allotted | 25 minutes | Agenda topic: Recommendation Workgroup | Presenter Jo Porter

The newly formed Recommendation Workgroup has met once since the committee voted to create the group.

The process of how the group will work is still a work in progress and more updates will be provided to the Executive Committee and Full Committee as they move along.

Overall with this workgroup, the hope is to make more feasible recommendations that are actionable and to have a clearer focus on where and with whom those recommendations fall.

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Time allotted | 50 minutes | Agenda topic: Learning Collaborative Email | Presenter Marc Clement

Marc, Lisa, and Jo have all been invited to participate in a DEI Learning Collaborative with the National Center. Marc and Lisa are still working on the logistics of this with the National Center. The biggest concern would be the time commitment. The Executive Committee seems interested in learning more about this so Marc will share more information when he has it.

**At this time, the meeting was put into non-public session at 2:35 pm. Statement read by Vicki Blanchard. Seconded by Robyn Guarino. Yay by all present.**

**“I move to enter into non-public session for the purposes of, including but not limited to, discussing matters pertaining to a fatality review during which it is anticipated that information and issues will be discussed which would likely adversely affect the reputation of persons. Further, it is anticipated that there will be discussions about, including but not limited to, documents pertaining to internal personnel practices, confidential information, personnel, medical and other files and information whose disclosure would constitute an invasion of privacy all pursuant to RSA-91-A:3, II © and RSA 91-A:5, IV”**

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Time allotted | 50 minutes | Agenda topic: Case Selection for May | Presenter Marc Clement and Jessica Bates

This portion of the meeting is non-public and the records are sealed.

“The motion carries. We will not go in-to non-public session and ask that members of the public please leave the room. Those interested in attending the public session following the non-public session should wait in the hallway, we will open the door when we come out of non-public session.”

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Meeting has put back into public session at 3:24 pm.

**Statement read by Vicki Blanchard. Seconded by Robyn Guarino. Yay by all present.**

“I move to seal the minutes of the non-public session because the disclosure of those minutes would likely adversely affect the reputation of persons and there was a discussion about, including but not limited to, documents pertaining to internal personnel practices, confidential information, personnel, medical, and any other files and information whose disclosure would constitute an invasion of privacy”

“The minutes are now sealed”

There was no other business and this meeting was concluded.