

October 22, 2019

Memorandum to the Board of Commissioners

Ad Hoc Committee: Executive Board Powers and Procedures Review

Members:

Abby Foulk – Charlotte Commissioner

Caylan McCamp – Williston Commissioner

Paul Ruess – Underhill Commissioner

Tim Moran – Colchester Commissioner

Reason:

The current powers and procedures of the CSWD Finance and Executive Board Standing Committees were developed between 1992 and 1994.

Over the past 25 years the MSW industry, and CSWD have changed, driven by this Commission's willingness to expand our responsibilities and State mandates. It seemed prudent to review and update the Powers and Procedures of the committees. This has been completed for the Finance Committee and approved by the Commission. The Executive Board's need for this review is enhanced by the fact that the Executive Manager's contract needs to be renewed next year.

There are currently 28 powers and procedural authorities that were assigned to the Executive Board. The Executive Board has not exercised the majority of these in many years and some now contradict the current practice and procedures of the full Board. Others have parts of an Executive Board authority that was re-delegated to the Executive Director by the Commission as approved Personnel Policies, but are not listed in the Executive Director's job description or contract responsibilities.

I chose to appoint non-Executive Board Commissioners so this review would be done through fresh eyes. I intend there to be about four meeting and finish in March. The Ad Hoc Committee's results will be review by the Executive Board first for that Committee's input and then presented to the full Board.

Michelle DaVia – CSWD Commission Chair