



**Planning and Operations Committee Meeting**  
**Friday, January 22, 2021 – 8:00 a.m. to 9:00 a.m.**

**MINUTES**

<b>Agenda Item</b>	<b>Person Responsible</b>	<b>Status</b>
Call to Order <ul style="list-style-type: none"> <li>• Welcome and Check-In</li> <li>• Consent Agenda               <ul style="list-style-type: none"> <li>○ 1/22/2021 Agenda</li> <li>○ 12/18/2020 Minutes</li> </ul> </li> </ul>	Larry McBurney	I/D/A
<p><b>Attendance:</b> Sara Bath, Pat Brown, Mark Cooper, Larry McBurney, T Waldmann-Williams, Pat Wells, Jodi Spargur-Tate.</p> <p><b>Board Support:</b> Heather Garcia, Johnna Forbes</p> <p><b>Motion</b> by Pat Wells, <b>second</b> by Pat Brown to approve Agenda 1/22/2021 with the change to move agenda item “Process Improvement – Next Steps” to fall after “Local Plan Development” and also approve the 12/18/2020 Minutes. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
Review CIWDB Committees and Duties	All	I/D/A
<p><b>Motion</b> by T Waldmann-Williams, <b>second</b> by Pat Wells to present the CIWDB Committees and Duties document to the full board for approval. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
Consider a recommendation that the Board require members to serve on a committee prior to or while serving as a Board member.	All	I/D/A
<p><b>Motion</b> by T Waldmann-Williams, <b>second</b> by Mark Cooper recommending the full board adopt a policy to require all board members join a committee within 6 months after board appointment. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
Process Improvement – Next Steps	All	I/D/A
Committee discussion: Continual Improvement ongoing. <b>No Action.</b>		

Central Iowa Monitoring	All	I/D
Local Plan Development Update	All	I/D
New Business	All	I/D
Old Business	All	I/D
Wrap Up and Adjourn	Larry McBurney	I/D/A
<b>Motion</b> by Mark Cooper, <b>second</b> by T Waldmann-Williams to Adjourn meeting. meeting. <b>Ayes:</b> All. <b>Motion carried.</b> Meeting adjourned at 9:01 a.m.		

Next Meeting – February 26, 2021

Minutes completed by Johnna Forbes/Board Support