



**Board of Directors**  
**May Board Meeting**  
**Minutes**

*Wednesday, May 15, 2019*

*4:00 pm to 5:00 pm*

*Teleconference*

Call in: [712-770-4010](tel:712-770-4010)

Meeting ID: 103-511#

Pin: 1388

<b>Members In Attendance</b>	<b>Members Absent</b>
Clay Wilkie, Chair CSI Welding Instructor (Region IV Professional Member)	
	Kristy Watson, Vice Chair Education Training Coordinator-AGC (Industry Representative)
	Chelsie Wilson, Secretary Assistant Principal, Dennis Technical Center (Region III Professional Member)
Harold Nevill, Treasurer CEO-COSSA (Industry Representative- Nevill Enterprises, Inc.)	
Matthew Rehl, State Director T & I PQM Manager-ICTE (ex-officio)	
Sean Courtright, CTSO Manager CTSO Manager ICTE (ex-officio)	
	Easton Anderson, Postsecondary President CWI Student (ex-officio)
	Matthew Taylor, Secondary President Dennis Technical Center Student (ex-officio)
	Alex Beal, ITTA President CWI Diesel Chair/Instructor (ex-officio)
Ben Hamlett-CSI Instructor Automated Manufacturing (Region IV-Professional Member)	
	Lee Britt-West Ada Instructor Firefighting (Region III-Professional Member)

K. Kirkendall-Dennis Technical Center Information Technology Instructor (Region III-Professional Member)	
Glen Riley-Schweitzer Engineering Laboratories (Industry Representative)	
Rob Silva-Norco (Industry Representative)	
Jim Mckenzie DTEC Welding Instructor (Region III-Professional Member)	
	Andrew DiPietro Petersen Brothers Construction (Industry Representative)
<b>OPEN (Industry Representative)</b>	

- 1. Call to Order** **Clay Wilkie, Chair**  
Chairman Wilkie called the May Board meeting to order at approximately 4:02 pm.
- 2. Roll Call** **Clay Wilkie, Chair**  
Chairman Wilkie called roll. See attendance above.
- 3. Approval of Agenda** **Clay Wilkie, Chair**  
Chairman Wilkie asked for a motion to approve the May agenda. Board member Jim McKenzie motioned to approve the May agenda. Board member Rob Silva seconded the motion. Motion carried,
- 4. Approval of Prior Month's Minutes** **Clay Wilkie, Chair**  
Chairman Wilkie asked for a motion to approve the prior months minutes. Board member K. Kirkendall motioned to approve the prior months minutes. Board member Jim McKenzie seconded the motion. Motion carried
- 5. Review Applications** **Clay Wilkie, Chair**  
Board chair Clay Wilkie asked if the Board has had a chance to review the open board member position applications. Board member Sean Courtright to forward the Board member applications to the Board for review. Board member Matthew Rehl recommended the Board review the applications and take action on approving a new Industry Representative to the Board at the next Board meeting.
- 6. Trades & Industry PQM Report** **Matthew Rehl**  
Board member Matthew Rehl reminded the Board about the date, time and location of the July/August Board meeting scheduled during REACH Conference. Matthew asked if there was any Board interest in receiving Board training if the Division brought back the trainer that provided Board training last October. Board member Clay Wilkie asked if there would be any cost associated with the training if the Division brought in a trainer. Matthew and Sean to follow up with the Division for clarification on costs to the Board for this training. Matthew reminded the Board that training is needed if the Board moves to accept the proposed Bylaws/Policies updates. Board member Harold Nevill is hesitant but willing to provide training on the new Bylaws/Policies if they get approved by the Board. Harold reminded the Board that there is Code of Ethics and Conflict of Interest information that the Board needs trained on. Matthew will work on rescheduling the July/August Board meeting to allow for more time for this training during the Board meeting. Matthew reported that he will be resigning his position as SkillsUSA Idaho State Director and Trades & Industry PQM sometime later this Summer/Early Fall as he has accepted

the Principal position at Potlatch Jr-Sr High School. Board member Sean Courtright motioned to approve the PQM report. Board member Jim McKenzie seconded the motion. Motion carried.

**7. Sean Courtright Report/Conference**

**Sean Courtright**

Board member Sean Courtright reported 125 delegates going back to Louisville, KY to participate in the National Leadership and Skills Conference (NLSC). Sean to finish room assignments in the next day or two. Sean reported there will be an Orientation meeting and ice cream social on the Monday of NLSC and a Pizza party celebration on Friday after the Awards Ceremony. Sean reported that he will not be in attendance for the whole Conference as he will be leaving on Friday. Arrangements will be made to cover Friday State Director/CTSO Manager duties. Sean reported that Amy Lorenzo-ICTE Director of Policy and Organizational Planning will be at NLSC learning more about SkillsUSA. Sean reported that the State Officer that are attending NLSC can help facilitate the Friday Pizza party celebration in conjunction with any Board members that are attending NLSC. Arrangements will need to be made to pick up the contest results for SkillsUSA Idaho. Sean said a trailer needs to be borrowed for this activity. Board member Jim McKenzie offered to reach out to former board member Scott Moore to see if his trailer is available for use. Board member K.Kirkendall asked if he is needed to drive the trailer around the Treasure Valley to pick up any items going on the trailer back to Louisville. Sean will work with the Driver on a date to pick up items. Sean also identified the need to create a waiver for any items put on the trailer. Sean reported five chapters so far have identified items to be put on the trailer for transportation back to Louisville.

**8. Committees Needed/Reports/Chairs**

**Clay Wilkie, Chair**

**1. ByLaws/Polices (Chelsie Wilson, Harold Nevill)**

Board member Jim McKenzie motioned to approve the Bylaws/Polices updates. Board member Ben Hamlett seconded the motion. Motion carried.

**2. Contest Committee(Sean Courtright, Alex Beal)**

Nothing to report

**3. Fundraising (Kristy Watson)**

Nothing to report

**4. Financial (Sean Courtright, Chelsie Wilson)**

Nothing to report

**9. Contest Chair**

**Sean Courtright**

Board member Sean Courtright reported that SkillsUSA Idaho lost a few Contest Chairs this year. Sean said that he will focus on identifying replacement Contest Chairs once he returns from NLSC. To strengthen Industry connections, Sean sent out a proposal to hire an Industry Liaison to initiate support for SkillsUSA Idaho. Sean asked for feedback regarding this proposal. Board Chair Clay Wilkie asked who this person would report to. Sean responded that he sees this person reporting to the Board but they would be working closely with the State Director and CTSO Manager. Sean said that one of the expectations of this person would be to do direct reports to the Board during every Board meeting, but they would not be a Board member. The SkillsUSA Idaho Industry Liaison would be a contracted employee that works with the State Director and CTSO Manager but reports to the Board. Board member Jim McKenzie replied that he thinks we are shooting low on the offer to get the right person for this position. Jim is all for this. Board

member Sean Courtright reported that his direct Supervisor, Amy Lorenzo is supportive of this proposal and the Division is neutral in its stance towards this idea. Kristy Watson is identified as the person who would be a great fit for this position if she is interested. Jim McKenzie motioned to support the Industry Liaison position with modified requirements per Board discussion. Board member Glen Riley seconded the motion. Motion carried.

**10. Banquette for Supporters**

**Stephany Garcia**

Stephany Garcia offered up the idea of having an annual Appreciation banquet to show appreciation for the Business & Industries that support SkillsUSA Idaho. This event is an opportunity to maintain industry support by giving back to those that support SkillsUSA Idaho activities. Board member Sean Courtright suggested \$3500 to sponsor this event. Board member Sean Courtright motioned to support this. Board member Jim McKenzie seconded the motion. Motion carried.

**11. Board Member-other Business**

No other Board business

**12. Adjourn**

Board member Sean Courtright motioned to adjourn the meeting. Board member Matthew Rehl seconded the motion. Motion carried. Board meeting adjourned at 4:54 pm.