

## CCAC Meeting Minutes

January 26, 2022

### Attendees

Davis Andrews, Kim D'Amico, Grimsley Hobbs, Erin McDade, Dan Sundberg, Shelby Werner

Absent: Clinton Miller

Meeting call to order at 6:00 pm by Dan Sundberg via GoToWebinar with a roll call and quorum present

Minutes were reviewed and approved by unanimous vote

### New Business

Dan Sundberg began meeting at 6:00pm with nominations for new chair and co-chair  
Previous chair, Shelly Jacobs, resigned as committee chair after last meeting.

Dan Sundberg was nominated and approved by unanimous vote as new chair

Erin McDade was nominated and approved by unanimous vote to serve as co-chair

Dan began discussion summarizing the reasons to change the existing CCAC UDO guidelines

Erin continued the discussion by going through the details of the suggested updates and standards guidelines


Angela suggested edits for some of the new changes to comply with certain departmental policies

Committee members discussed proposed changes and suggestions

### NEXT STEPS

Dan suggested committee members form subgroups to hone in details on subject matters in their field of expertise. No more than 3 people in each subgroup

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Motion was made and seconded to ask Commissioners to adopt new changes to replace existing text in document

Final example for submittal will be worked on by Dan in the next couple of weeks.

Angela provided committee updates

Currently 3 vacancies on committee

Discussion regarding reducing number of committee members to become more efficient was discussed.

Motion was made and seconded to adjourn at 7:15 pm.