

**Meeting Minutes**

May 9, 2023

9:00 a.m. Virtual Meeting

**Members Present**

- ☐ Angela Balconi
- ☒ Kim Chose
- ☒ Carla Higginson
- ☒ Gail Kelsie
- ☒ Jeff Leghorn
- ☒ Derek Matthews
- ☒ Tom Peterson
- ☒ Bill Ronhaar, Chair
- ☒ Lori Smith

**Liaisons and Staff Present**

- ☐ Cathy Biestek, WSBA Staff Liaison
- ☐ Renata de Carvalho Garcia, RSD Director
- ☒ Bobby Henry, RSD Associate Director
- ☐ Kevin Fay, BOG Liaison
- ☐ Sarena Sayani, BOG Liaison
- ☐ Katherine Skinner, RSD Lead
- ☒ Anne Trent, RSD Paralegal

**PUBLIC SESSION**

- The meeting was called to order at 9:06 a.m. The Chair confirmed that a quorum was present.
- The Board approved the proposed March 14, 2023, meeting minutes as submitted.
- Outreach Update Bobby Henry, the Regulatory Services Department Associate Director, updated the Board on the presentation given to the DEI Council that included LPO information.
- Examination Committee Report The Chair of the Examination Committee updated the Board on the progress of the Summer 2023 LPO exam. The multiple choice and essay portions are complete. There is one more committee meeting to complete the performance portion of the exam.
- Nominations for Board Positions Opening FY24 The Board approved the applications for Lori Smith, Tom Peterson, Derek Matthews, Kim Chose, and Nate Scott. The Board voted to elect Tom Peterson as Chair of the Board for FY24.
- Expense Reimbursement Request Form & Process Anne Trent, the Regulatory Services Department Paralegal, gave a presentation about the reimbursement request form and tips for best practices.
- FY24 Meeting Schedule The Board approved the FY24 meeting schedule with six meetings total, two in-person and four virtual.
- The meeting was adjourned at 10:06 a.m.

Respectfully submitted,

Cathy Biestek  
WSBA Staff Liaison to the LPB

