IMLCC – Rules and Administrative Procedures Committee

Meeting Date:    July 24, 2024
Meeting Time:   11:00 pm Eastern Time

Agenda:

1. Call to order
2. Approve the agenda
3. Approve the June meeting summaries
4. Non-committee Commissioner and public comments for consideration**
5. Review proposed IMLC Bylaw XII
   - Request from the Executive Committee
   - Action is required at this meeting to ensure that the item can be included in the
     November 2024 Commission Rulemaking Hearing
   - Comments already received on the proposed IMLC Bylaw XII
     i. Comments from Commissioner Douglas Smith (MD)
     ii. Comments from Commissioner Bohall (AZ)
6. Discussion items referred from the Executive Committee
   - Committee assignment and leadership
     i. Historically, each commissioner is assigned to a committee – Should this tradition
        continue?
     ii. Should Committee Chairs be able to select a Vice-Chair?
         1. The Executive Committee recommends that the Committee Chair be
            allowed to select a Vice-Chair after consultation with the IMLCC Chair.
     iii. Should Commissioners who fail to attend meetings regularly be removed from
         committee assignment?
     iv. Should criteria be developed for removal from a committee due to lack of
         participation?
   - Should the following committees be created?
     i. Hospitality & Annual Meeting Committee, comprised of:
        1. Commissioners from the host state;
        2. Commissioners from the prior host state;
        3. The executive director.
     ii. Engagement & Participation Committee
        1. Charged with:
           a. Finding ways to improve Commissioner participation
           b. Filling unassigned Commissioner slots;
c. Assist the executive director in the onboarding process for new commissioners

d. Reviewing and updating the “New Commissioner Handbook” and “New Commissioner Special Information” document

iii. As an “established” committee as permitted by IMLC Bylaws, Article VII, Section 2; or

iv. As a “special” committee created with their own article in the Bylaws

7. Review and discuss draft Administrative Memo #12 – IMLCC Transparency

8. Other items for discussion

9. Adjournment

**General comment guidelines**

- All comments should be addressed to the Chair. The Chair reserves the right to limit the time allocated to each individual to provide a comment.
- This is an opportunity to provide input and to make statements. As a general practice; the Committee, the Chair, and staff will not engage in a dialogue during the comment period.
- Staff will document questions asked so that a response can be included at the next scheduled meeting.
- Written comments can be provided prior to or during the meeting.