

# Clear Language Subcommittee

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**Friday, October 15, 2020**  
**2:00-3:30 pm**

## Minutes

### Members Present

X Christine Brown  
X Michael Denlinger  
X Morgan Gattermeyer  
Linda Kunick  
James Plasencia  
X Rhonda Rich  
X Michael Richards  
X Mark Seifarth  
X Marci Straughter  
Renee Wood

### Staff present

Leslie Connelly

## I. Call to order and introductions

A. Morgan Gattermeyer, Chairperson, called the meeting to order at 2:07 pm with introductions.

## II. Approval of the meeting minutes

A. Morgan Gattermeyer asked for a motion to accept September 25, 2020 Clear Language Subcommittee minutes.

- Michael Denlinger moved to accept the minutes as written.
- Christine Brown seconded it.
- September 25, 2020 Clear Language Subcommittee minutes were approved. Mark Seifarth abstained.

### **III. Executive Summary of the State Plan**

- A. Members reviewed grant summaries for the Executive Summary.

### **IV. Adjourn**

- A. Morgan Gattermeyer asked for a motion to adjourn the meeting. Michael Denlinger moved to adjourn. Mark Seifarth seconded it. The meeting ended at 3:47pm.

**Next meeting:** November 17, 2020 from 2-3:30pm.

**Contact:** Leslie Connelly