

**MINUTES  
GWCCA EXECUTIVE COMMITTEE MEETING**

**April 4, 2014  
Conference Call  
9:30 a.m.**

**Committee Members Present:**

David Allman  
Glenn Hicks, Member at Large  
Lee Hunter  
Tim Lowe, Chair  
Bill Rice, Member at Large  
Bill Russell

**GWCCA Staff:**

Dale Aiken  
Kevin Duvall  
Jennifer LeMaster  
Frank Poe  
Sherrie Spinks

**Committee Members Absent:**

None

Chair Lowe called the meeting to order at 9:32 a.m. and asked for a motion to approve the March 18, 2014 meeting minutes.

*A motion to approve the March 18, 2014 GWCCA Executive Committee meeting minutes was made by Glenn Hicks, seconded by Bill Russell, and unanimously approved.*

**IN-HOUSE LEGAL COUNSEL**

Within the past few months, Frank Poe, Kevin Duvall, and other executive team members have been discussing the possibility of developing an In-House Legal Counsel position.

If the Committee agrees with staff's recommendation, Mr. Poe will visit with Denise Whiting-Pack in the Attorney General's Office to discuss the change. We anticipate the Attorney General's Office will understand our request as it is aware that it is not uncommon for individual agencies to employ in-house counsel.

Questions/concerns of the Committee:

- If the Authority does hire in-house counsel, would it change how it operates relative to the function of the role of the Attorney General's Office? – The Authority, should it determine, special outside counsel would be necessary, would continue to coordinate with the AG's office. However, goal is to minimize that requirement through an in-house counsel.
- What duties would the in-house counsel perform versus what would he/she farm out? – Goal is to centralize all duties with in-house and minimize outside support unless it is needed.
- Any idea of what financial savings would be moving forward? Once NSP is complete, anticipate an approximate savings of \$50K per year.
- Would Counsel need legal assistant support? – No
- Has staff tied off with the Governor's Office – If Committee agrees, Mr. Poe will contact the Governor's Office next.
- Would benefit from in-house efficiency and reigning in of outside counsel.

At this time Chair Lowe asked for a motion authorizing the Executive Director to move forward with creating the In-House Legal Counsel position.

***A motion authorizing the Executive Director to move forward with creating a GWCCA In-House Legal Counsel position, pending concurrence with the Attorney General's Office and the Governor's Office, was made by Glenn Hicks, seconded by Lee Hunter, and unanimously approved.***

There being no further business, the meeting adjourned at 2:45 p.m.

Respectfully submitted:

Approved:

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Dale Aiken, Assistant Secretary

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Tim Lowe, Chair