



BOARD COUNCILS/COMMITTEES

(updated 07/2011)

To join a committee, or to learn more, please contact

Philip J. Schworer, Board President, 859 391-2554 or pschworer@fbtlaw.com
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For more information about Redwood, please visit our website, www.redwoodnky.org

GOVERNANCE COUNCIL

- Purpose:** As the Executive Committee of the Board of Trustees, the Governance Council directs and guides a sustained collaborative effort to promote strategic leadership and action for the board, councils and committees.
- Chair:** Philip J. Schworer
- Members:** John Bailey, Drew Hollenkamp, Barbara Howard, Kristine Jones, Deborah Tweddell, Carl Biery, and Bob Wood (Officers, Council Chairs, Chair of Strategic Planning and Executive Director).
- Meets:** Monthly, 1st Tuesday at 7:45 a.m.
- Openings:** None

GOVERNANCE COMMITTEES

Strategic Planning Committee

- Purpose:** While the board, its councils, committees, and leadership staff are actively and continuously engaged in strategic planning and action to strengthen, sustain, and advance Redwood's mission, the Strategic Planning Committee manages the process. The Strategic Planning Committee is charged with:
- Providing oversight for the identification and documentation of conditions* and critical issues that impact organizational achievement.
 - Recommending strategic direction to facilitate meaningful change.
 - Leading efforts to develop a comprehensive, strategic (short/long range) plan that encompasses the strengths, weakness, opportunities or challenges to be addressed during the planning period.
 - Assembling, evaluating, and reporting results to establish a foundation for future strategic action.
- *Conditions such as, demographic, social, political, economic, and technological factors
- Chair:** Paula McIntosh
- Members:** Carl Biery, Ross Eubanks, Karen Finan, Mike Haas, Amy Hansel, Barbara Howard, and Telly McGaha. Others whom contribute to this work: Chair & members of each Council & Committee, President/Chair of each associated organization, others selected each planning cycle, Staff: Directors/managers, and other staff.
- Meets:** Wednesday at 8:00 a.m. either monthly or on alternating months based on agenda requirements.

DEVELOPMENT COUNCIL

Purpose: Coordinates fundraising for Redwood and Dorothy Wood Foundation through Development Committees.
Chair: Karen Finan
Members: Melissa Brogan, Kevin Eberly, Shannon Hollenkamp, Barbara Howard, Tom Jacober, Telly McGaha, Rick Wolnitzek, Bill Hesch. (These are chairs of Development Committees and key staff:
Meets: Quarterly (Next meeting date established at each meeting)

DEVELOPMENT COMMITTEES

Annual Campaign Committee

Purpose: To plan, implement, and evaluate Redwood's annual direct mail campaign.
Chair: Tom Jacober
Members: Jackie Hirt, Telly McGaha, Beth Moore, and Rick Wolnitzek
Meets: Quarterly, 2nd Tuesday at noon

Planned Giving Committee

Purpose: To plan, organize, and implement a planned giving program for Redwood.
Chair: Bill Hesch
Members: Ben Cassell, Telly McGaha, Fred Sansone, Dan Shephard, Pete Summe, and Bob Wood.
Meets: Bimonthly, typically 3rd Friday at 8:00 a.m.

Corporate Partners Committee

Purpose: To secure funding to offset special events expenses.
Chair: Andrew Shields
Members: Mic Cooney, Telly McGaha, Jim Noll, and Phil Schworer
Meets: On an irregular basis, typically by teleconference

Endowment Advisory

Purpose: To provide leadership, credibility, and guidance for the endowment program and to offer support and training for endowment campaign volunteers.
Chair:
Members: Karen Finan, Bill Hesch, Jackie Hirt, Barbara Howard, Stephanie Hughes, Tim Mauntel, Telly McGaha, Andy Shields, Joe VonLehman, Rick Wolnitzek, and Bob Wood.
Meets: Infrequently. Meetings are set at the time of current meetings based upon availability of committee members.

Marketing Committee

Purpose: To maintain and manage the Redwood brand for effective community leverage and support.
Chair: Kevin Eberly
Members: Andy Bucher, Jackie Hirt, Shannon Hollenkamp, Jeff Stern, Karla Webb, and Telly McGaha.
Meets: Monthly, on the 2nd Friday at 9:00 a.m.

Special Events Oversight Committee

Purpose: To serve in oversight capacity to promote and enhance success of Special Events sponsored by Redwood; and to act as liaison between other committees, Development Council, and the Board to coordinate community support. Separate committees exist for Express, Derby, Golf Outing, and Bang Bang Night
Chair: Melissa Brogan
Members: Nancy Bunnell, Lynn Timmerding Nancy Goetz, Shannon Hollenkamp, Kate Michels, Lynn Schworer.
Meets: 2nd Monday at 9:00 a.m. on alternating months.

Hospitality Committee

Purpose: To ensure appropriate hospitality at all Board functions.
Chair: Brenda Sparks & Shannon Hollenkamp (Others support as need be)
Meets: Meets as needed to plan annual award dinner in May and the trustee/overseer dinner in November

Social Media Committee

Purpose: To establish goodwill about Redwood to an expanding audience through the use of the Internet and social media websites such as Facebook, Twitter, and blogging.

Chair Rick Wolnitzek

Members: Diane Booth, Melissa Brogan, Shannon Hollenkamp, Dallas Horn, Bob McCarthy, Telly McGaha, and Rick Wolnitzek

Meets: Biweekly, the 1st and 3rd Tuesday at 4:00 p.m.

PROGRAM COUNCIL

- Purpose:** To facilitate communication and short/long range planning between the four program committees (Adult, Assistive Technology, Children, and Medical/Nursing) which establish policies and monitor program effectiveness, responsiveness to community need, and interagency collaboration
- Chair:** Kris Jones and Barbara Howard
- Members:** Marlayna Cooney, Peggy Farmer, Amy Hansel, Maureen Hebert, Bridgette Hightower, George Kent, Kristi Kinman, Dan Korfhagen, Valerie Martin, Telly McGaha, Pam Millay, Katrina Murphy, Kathy Reedy, and, Debbie Tweddell. (All members of any Program Committee are also members of Program Council. Those listed are chairs/co-chairs of committees and are voting members.)
- Meets:** 3rd or 4th Friday at 8 a.m.

PROGRAM COMMITTEES

Adult Committee

- Purpose:** The mission of the Adult Program Committee is to support Redwood's efforts to promote life skill independence and workforce success for adults with disabilities through a balance of center and community-based services. This mission will be accomplished through meetings that:
- Explore opportunities, issues, trends, and ideas, and offer a forum for visioning of change and innovation.
 - Provide opportunities to monitor improvements in adult outcomes through program oversight.
 - Facilitate communication and planning.
- Co-Chairs:** Marlayna Cooney
- Members:** Nancy Fields, John Hopper, Kim Hughes, Kris Jones, Kristi Kinman, Latasha Lampkin, Carol Leonhart, Valerie Martin, Rachel Otte, Maria Smith, and Scott Napier, and Debbie Scholer.
- Meets:**

Assistive Technology Advisory Committee

- Purpose:** To establish policies, facilitate communication and planning, and oversee the accomplishment of programmatic development and change as relates to therapy and technology services.
- Chair:** Latasha Lampkin
- Members:** Terry Callahan, Steve Crites, Michael Driver, Peggy Farmer, John Fodi, Kathy Fodi, Amy Kinsler, Pam Millay, Beth Schomaker, Kevin Schomaker, Lisa Staub; and Mike Wigle
- Meets:** 3rd Tuesday, 6-7:30 p.m. on alternating months

Children's Committee

- Purpose:** To establish policies, facilitate communication and planning, and oversee the accomplishment of programmatic development and change as relates to Children's programs.
- Co-Chairs:** Kris Jones and Katrina Murphy
- Members:** Pam Blackburn, Mic Cooney, Kristin Eades, Peggy Farmer, Kevin Klaene, Louise Kent, Pam Millay, Stephanie Sciamanna, Maria Smith, and Susan Sturgeon, Jen Walker, and Kayla Worthington.
- Meets:** Friday's at 12:00 noon on alternating months

Medical Advisory Committee

- Purpose:** To utilize member expertise to further work with people with disabilities; identify developments/trends in medical community to impact Redwood; identify ways to share message and capabilities with medical community; and, identify ways Redwood can contribute to and support medical community.
- Chair:** Maureen Hebert and Pam Millay
- Members:** Gordon Air M.D, Barry Brokaw M.D, Tim Curl, Barbara Howard, Ben Howard D.C, Lisa Heck, Charles Kelly M.D., Louise Kent, Ron Lubbe M.D., Michele, Fronckiewicz, Larry Mikkelson D.C., Ted Miller M.D., Kathy Reedy, Tracy Roell, L.P.N.
- Meets:** 1st Wednesday, 7:30 a.m. during December, March, June and September

PPEC Committee

Purpose: Planning for Prescribed Pediatric Extended Care at Redwood for children with medical fragility

Chairs Barbara Howard

Members: Barry Brokaw, M.D., Tim Curl, R.N., Michele Fronckiewicz, Chuck Kelly, M.D., Ron Lubbe, M.D., Pam Millay

Meets: Monthly

Volunteer Services Committee

Purpose: To support the implementation of a volunteer program that maximizes the talents and skills of volunteers in fulfilling Redwood's mission, through the following activities:

- Recruitment - Advise for the establishment of effective recruitment practices that result in a diverse volunteer workforce. Utilize personal networks, where possible, to help recruit volunteers.
- Development - Advise for the establishment of appropriate volunteer orientation, training, and supervision programs and practices. Explore volunteer initiatives to enhance mission.
- Recognition - Provide assistance for the development of regular recognition programs. Advocate for the importance of volunteerism at Redwood.
- Governance – Establish/review volunteer mgmt policies. Evaluate effectiveness of volunteer program.

Co-Chairs: Diane Booth and Bridgette Hightower

Members: Nancy Bunnell, Barbara Howard, Chris Markus, Jeanie McKinley, Ryan Piper, Jenna Scholl, and Telly McGaha

STEWARDSHIP COUNCIL

- Purpose:** To promote responsible stewardship by coordinating efforts of it's committees to manage physical, financial, and intellectual resources in order to best support Redwood's mission.
- Chair:** Carl Biery
- Members:** John Bailey, Donna Jewell, Dan Korfhagen, Maureen Hebert, Curtis Hinshaw, Drew Hollenkamp, Paul Meier, Pam Millay, Jim Noll, and Rick Wolnitzek.
- Meets:** 1st Friday at 11:30 am on a quarterly basis

STEWARDSHIP COMMITTEES

Corporate Compliance Committee

- Purpose:** To provide oversight for regulatory compliance issues and ensure Redwood meets or exceeds the highest standards of regulatory accountability.
- Chair:** Jim Noll
- Members:** Donna Bloemer, Dan Korfhagen, Pam Millay, Theresa Mohan, Bob Schrage, and Mike Uhl. Adhoc: Pam Millay, Bridgette Hightower, Katrina Murphy, Marlayna Cooney, Peggy Farmer, Kristi Kinman, Telly McGaha, and Tracy Roell
- Meets:** 4th Friday at 8:00 a.m. in January, April, July, and October

Facility Management Committee

- Purpose:** To provide ongoing evaluation of the current plant, recommend needed maintenance projects, forecast space needs and major capital projects, and implement facility management principles.
- Chair:** Curtis Hinshaw and Mac Heidrich
- Members:** Terry Carl, David Gottmann, Barbara Howard, Dan Korfhagen, John Palmisano, and Richard Prekaski
- Meets:** 1st Tuesday at 10:00 a.m. on alternating months

Finance Committee

- Purpose:** To monitor that the financial operations of the agency are conducted in an efficient and professional manner and to ensure that current and new accounting issues are properly addressed. Also, to work closely with the Business Division to provide timely, accurate, and meaningful financial information to the Board of Trustees of Redwood to keep them abreast of forecasts, opportunities, and potential problems. Finally, to maximize revenues, safeguard assets, and minimize costs consistent with the goals of the agency.
- Chair:** Drew Hollenkamp
- Members:** John Bailey, Jason Barnes, Donna Bloemer, Jim Brant, Clay Deye, Joshua Duckworth, Krista Fedders, Barbara Howard, Donna Jewell, Dan Korfhagen, Robert Mangine.
- Meets:** 4th Tuesday at 7:30am

Personnel Committee

- Purpose:** To establish and annually review personnel policies, compensation (wage/benefits), organizational chart, and position classification; to provide oversight of recruitment/retention, education/training to meet regulatory requirements and training needs identified in personnel evaluations, and compliance with state/federal personnel regulations. Finally, the committee offers guidance or advice for managing personnel issues, and assists with personnel-related research.
- Chair:** Maureen Hebert
- Members:** Kristy Bodkin, Luann Divine, Karen Domaschko, Connie Flynn, Ryan Green, Barbara Howard, Donna Jewell, Charlotte Laird, John Middleton, Pam Millay, Karen Pawsat, Kathy Reedy.
- Meets:** 7:30 a.m. 2nd Monday on alternating months

Technology Committee

- Purpose:** Identify current technology trends; evaluate application to our work; establish priorities of projects based on identified needs; identify resources to support technology projects; and facilitate implementation of technology through planning, procuring, training, using, and maintaining in order to address administrative, programmatic, and building functions. Ongoing self-evaluation of results will be integral to the work of the committee.
- Chair:** Paul Meier
- Members:** Larry Braun, Raymond Fessler, Donna Jewell, Dan Korfhagen, Scott Johnson, Keith Limbach, Pam Millay, and Gary Pastwa.
- Meets:** 3rd Thursday at 11:30 a.m.