

NCRTAC Executive Council Meeting
 March 17, 2026
 Teleconference

Members present: Dr. Michael Clark, Del Horn, Linda Vollmar, Gina Brandl, Jenny Blenker, Daniel Wall, Liz Kracht, Kari Richert, Rachel Symons, Ken Marg, Adam Meshak, Amanda Tabin, Chris Keller, Jason Keffeler

Chair: Sara Steen

Recorder: Michael Fraley

Call to order	Meeting was called to order by Steen. A quorum is present (15/16)
January 7, 2026 Minutes	Motion by Horn to approve the January 7, 2026 minutes as posted. Second by Keffeler. Unanimously approved.
RTAC Coordinator Contract	<p>Michael announced that he will be leaving to travel full-time and as such will no longer be able to fulfil all the duties of the RTAC Coordinator. He is available and offers to explore options to continue in a hybrid position with a sub-contractor (or as a sub-contractor), work with a new coordinator to do a phased-in training/hand-off, or any other options that DHS and the Executive Council might propose.</p> <p>Michael will also be staying on as a registrar for the Aspirus system and will be able to continue participating in the RTAC through that position.</p> <p>DHS will be releasing the Request for Applications (RFA) soon, which is the first step in the process to hire a new coordinator. Sara and Rachel will be contacted by DHS to participate in any interviews.</p> <p>Michael will ask Margaret if the RTAC would be allowed to use any of its program money to contract with Michael to serve as a trainer for a new coordinator.</p> <p>Michael encouraged the group to begin getting the word out to any potential candidates and Michael is happy to speak with any interested individuals about the specifics of the job.</p>
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