

Executive Committee Meeting 11/2/2011

Attending: Patrick Jacobwith, Deb Jacobi, Merry Jo Thoele, Carl Ebert, Sarah Wovcha, Jenny Patrin

We received notice from the Freeman people that the VC equipment for Freeman is down and it is not available. There is something wrong with the interface and wiring. We have experienced these issues prior to the shutdown. They do not know when this will be fixed.

It is a good thing that the invitation has not been sent out yet.

Judith Woitas from Freeman has been helping us to locate other venues. Judy suggested a location in West St. Paul off Mendota Rd. It is called the Dakota Northern Service Center and we will be able to VC with this site. Patrick will call Linda and have her look at the room and see if it will work for her.

We have a quorum today.

We should send out an email about membership recruitment. People that have been attending these meetings are members but do not know that they have to fill out membership forms and have a membership card. We should send out something that lets them know what it means to be a member and what they need to do. We should let people know that is the same group that has been meeting and what is involved in membership. 11 nominations- 6 have indicated providers, 1 community rep, 2 third party and 2 at large. The "community" membership category includes local community health department, community water supervisors, community based clinics, and faith based.

We have received 62 membership forms. Patrick has been signing the membership letters and as members are entered into the database, we will get the welcome letter and cards out to people soon.

Jenny will send some information about Vovici to Sarah and Rebecca. It is also posted on the website in the information from the coalition meeting on 9/16. When you go into the website and register for this coalition meeting, this is done through Vovici. We can add text and graphics to this, we can add "skip" questions, and we will send the ballot only to the members. We will include a link to the membership form so that people can join at the same time and will track who has voted.

The next step could be that Sarah and Rebecca could make suggestion for the ballot. Nominations close on November 14th.

The group decided to extend the time for the election. The election will now open on November 23rd and go until the 30th.

There is an opportunity here to communicate with everyone that has been involved in the coalition since 2009. They need to know that they have to fill out a membership form and be an actual card carrying member.

Take a look at the process planning calendar that Merry Jo sent out and let's talk about what needs to be added/changed.

Patrick mentioned that Rebecca has asked about still needing to meet weekly. After discussion, the group decided that since there are only 4 Wednesdays between now and the December 2nd meeting it might be a good idea to continue to meet.

-One of the first topics with the full board will be what they think and when a good time for everyone to meet would be.

The Wednesday meeting is the board meeting and Friday meetings are administrative meetings.

Sarah will contact Rebecca to discuss membership. We will put up some new information on the website. We can put our timeline on the website. It needs to be updated with new information but it could be helpful.