

CV-SALTS Public Education and Outreach Committee Meeting ACTION NOTES



Convened: June 21, 2018 from 3:00 PM to 4:00 PM

Participants: Charles Gardiner, Glenn Meeks, Cristel Tufenkjian, Mary Currie, Daniel Cozad, J.P. Cativiela, Parry Klassen, Walt Plachta, Nicole Bell (Chair)

Agenda

Item 1: Welcome & Introductions

- Participants are as indicated above.

Item 2: Approval of Minutes of the April 3, 2018 Meeting

- Cristel Tufenkjian moved, and J. P. Cativiela seconded, and by general acclamation the April 3, 2018 Meeting Action Notes were approved.

Item 3: Outreach Matrix

- Mary Currie provided an update on the outreach activities being captured in the matrix. Only a few items had been entered since the last meeting, and no items so far in the month of June.
 - A request was made to add a notation to the form reminding users that it works best using the Chrome browser.

Item 4: Review Updated Outreach Strategy for 2018-2019

- The committee discussed the updated [Workshop Development Plan \(6/10/18\)](#). Some of the suggestions from the committee:
 - Include leaders of the EJ community and boards of the DACs in the “Workshop Audiences.”
 - Form a steering committee for workshop development going forward. Identify key area participants for the steering committee.
 - Split the development into Logistics and Content phases.
 - Charles and Mary will schedule a conference call with those identified as key steering committee participants and begin work on logistics (who/where/venue/timing).

Item 5: Discuss material/product needed.

- The committee discussed whether the timeline in the brochure should be revised to reflect the current estimated timeframe for adoption and implementation. A suggestion was made to just revise the timeline on the copies of the brochure posted on the web site.
 - Mary will revise the brochure timeline and forward to Daniel and Nicole for finalization.
- The committee discussed the video footage logs created by Mary from presentations done by Tim Moore and Tess Dunham. It was decided to begin with the \$600 estimate to produce a short video, using the Tim Moore portion of the presentation.
- It was suggested that [Tess Dunham’s May 9, 2018 PowerPoint presentation to CVWCA](#) be converted to a CV-SALTS template and posted to the web site for public access. Daniel will confirm with Tess regarding CV-SALTS use of the content. Mary and Charles will convert to the new template.

Item 5: Recap Next Steps and Set Next Meeting

- The next PEOC meeting will be Tuesday, August 14th.

Item 6: Adjourn