

Community Outreach (CO) Subcommittee meeting Tuesday, March 22, 2022, 4pm to 5pm

Minutes

1: Welcome to the Community Outreach

Meeting called to order at 4:04 by Damiana, thank you to everyone for joining, this is our first additional planning meeting, starting to get excited, met with Bill to plan ideas for leadership meeting earlier

2: Roll Call

Present: Patti, Reg, Larry, Bill, Matt, Emily, Ryan, Damiana, Lucy, Laurie, interpreter

Contact Emily regarding absences

3: Housekeeping rules

State your name prior to speaking

4: Approval of March 8th meeting minutes

Patti moved, no need for second, approved

5: Any additions to the agenda

Approved with the addition of action items at the end

6: Colville Outreach update

Invites went out on March 10

Registrations received (25 Town Hall, 15 Leadership) and continuing to track

Press release scheduled for local release (Colville, Omak, Spokane) tomorrow

Facebook post went out last night shared by WorkSource Central Basin (Grant/Adams Co.), Bill and Patti will also share with their contacts

Request out to general members for follow-up calls and got volunteers

7: CO Workplan and Tasks

Currently working on getting organized and sending out the calling script for follow-ups, will send the script and a list of 5 contacts per person, workgroup consists of Bill, Larry, Daniel, Reg, Matt volunteers from general membership, Laurie will reach out soon to get everything set up, folks can reply back with the responses they receive, can compile the info and update the list to follow-up later if needed, timeline (if you don't get an answer, leave a message and follow-up, etc.)

Will be following up with Leadership meeting attendees at 30 days out to reconfirm commitments, plan in progress for that work within topic groups (top two priorities) – attention will be paid to accommodations

Multiple people will be called upon to cover various sections to help break up the meeting (i.e. facilitation of discussion, reviewing rules, housekeeping items, introductions of key attendees etc.) We will organize this by the next meeting

8: Task Survey

Thank you to those who have responded, we are tracking assignments on a spreadsheet and will be finalizing them soon for duties during the event, Bill has agreed to facilitate, we will need a primary and a backup for those who have expressed interest, Patti will take notes again, Emily will host the Zoom

9: Next Action Steps – Next Meeting will be on Tuesday, April 5th at 4pm to 5pm

Watch for phone calling assignments, get the word out, continue to attend meetings for registration and task updates