

**Membership Committee Fall Meeting Minutes**

**Thursday, October 25, 2012**

**West Conference Room, Joe R. Williams Building  
700 W. State Street, Boise, Idaho 83702**

**MEMBERS PRESENT**

Shiloh Blackburn, TeRonda Robinson, Colleen Sisk, Jacquie Watson

**MEMBERS ABSENT**

Jane Donnellan, Alison Lowenthal

**STAFF PRESENT**

Tracy Warren, Shane Carlton

**GUESTS**

Howard Fulk (for Jane Donnellan)

**CALL TO ORDER**

Colleen Sisk called the meeting to order at 8:35 a.m.

- Welcome and Introductions
- Review and perfection of agenda

**ANNOUNCEMENTS**

**APPROVAL OF JULY AND AUGUST 2012 MEETING MINUTES**

Committee reviewed the minutes from the July 2012 meeting minutes and the minutes from the August teleconference meeting to review Sandra Abend's application. Tracy checked to make sure that everyone understood that even though the group had reviewed her application in August, Sandra decided to withdraw her application. It was also announced that Justin Caggiano officially resigned his position via email. We now have two self-advocate positions open. Discussion about regions we do not have self-advocate representatives from and those are regions 1, 4 and 7. Tracy mentioned that the group decided on the August call that we would recruit from the entire state to get good applicants and keep those regions in mind as the group reviews applications.

**TeRonda Robinson moved to approve the minutes from the July and August 2012 Membership Committee meetings; Shiloh Blackburn seconded. Motion carried.**

## **REVIEW COUNCIL MEMBER TRAINING MATERIALS**

Tracy shared the Communicating with Legislators training materials about how to make an appointment with your legislator with example scripts; PowerPoint from last year and a new handout for this year for members on how to develop an elevator speech about the Council.

Group discussed order of training presentation topics including how to find out who your district candidates are, polling places, voting ID requirements, making an appointment, and communicating with legislators. This leaves little time for role plays.

TeRonda recommended we have folks work on their elevator speech and practice if there is time. Leave the role play/practice for meeting legislators for January meeting. Group agreed.

Looked at modules from Determined to Vote training that we can use during the training.

## **MEMBER RECRUITMENT**

Tracy said that she had developed a member recruitment email that she will be sending to all members after the meeting that includes the Council Member recruitment brochure, member time commitments flyer, and application form. The materials are also available on the table for members to take with them. We really want members to spend some time recruiting rather than just forward out an email to their lists.

TeRonda mentioned the Human Services Partnerships conference is happening next week and wondered if we could promote membership to self-advocates at the conference and in the sessions that Christine is presenting. Shiloh said that many self-advocates are not aware of the Council unless they have been involved in self-advocacy and other groups. Many times self-advocates are concerned about not having a way to get to meetings so it is good to let them know there is help with that.

Suggested recruitment activities: getting things out on social media – website and Facebook; members could put an announcement in their local community newspaper; and contact Partners graduates and Youth Leadership Forum alumni; and previous Council applicants. Encourage members to go out and meet with people face to face, go to group

activities, recreational etc. and talk about what it means to be a Council member, the responsibilities and what supports are available.

Tracy discussed timeline for member application, recommendation to Governor and new member training process and timeline to be able to plan ahead for new members.

### **COUNCIL ANNUAL SELF EVALUATION**

Tracy reviewed different evaluation forms that have been sent to all members – individual self-evaluation and the full Council evaluation. The individual self-evaluation will provide input to the Membership Committee to plan for future training and member development activities.

We will walk through the group evaluation together as an activity on Friday morning. Tracy will put together a report from the results of both evaluations for the January meeting and information will also be included in our annual Program Performance Report (PPR) as part of our required federal reporting each year.

Tracy mentioned that we will still use the Council Member bio information for helping members get to know each other better. The information will be put into a booklet and team building activities can be organized around the information provided on the member biography forms. Group talked about human bingo and similar activities.

### **COUNCIL MEETING SATISFACTION SURVEY**

Results from the survey at the July meeting were reviewed by members. Tracy reported that we had 12 completed surveys from the July meeting (out of 28 possible if full group) but we had low turnout last meeting. Suggestion to get the evaluation forms to people earlier in the day so if folks need to leave early they can fill it out before they leave. Also make an announcement at the beginning of the meeting. Tracy will pass the forms out as the meeting begins at mid-day on Thursday.

Colleen read through comments on summary of survey responses. Suggested that we change question about Friday mailing to include the person's name so we know who wants or does not want it. Discussion about Thursday evening get together and possibilities of using current meeting rooms, common area of hotel, etc. Group made decision to encourage people to get together for pizza or something else if they want to. Ask Denise or other member to send email ahead and make announcement at the beginning of the meeting that folks can plan

something with others as they wish. That way people can plan to bring some money to pitch in for food if they want to join a group gathering.

## **CONSUMER REPRESENTATIVE ELECTION**

There was some confusion around the Consumer Representative election at the July meeting. Dave Dekker and Joe Raiden had submitted nominations to be Consumer Rep. Joe had indicated that he wanted to withdraw his nomination for Consumer Rep because he wanted to be considered for Public Policy Chair. Friday morning of the election, Denise announced that Joe wanted to withdraw his nomination for Consumer Rep but that the Public Policy Cmte didn't have a quorum (enough members present to elect a chair) so he was not able to be elected chair at that meeting. Members got confused about the fact that it was still ok for Joe to withdraw his nomination for Consumer Rep even though he had not been elected Public Policy Chair. The results of the election in July were Joe being elected Consumer Rep even though he wanted to withdraw his nomination.

We will be holding the Consumer Rep election again on Friday and making sure that everyone is very clear on who is a candidate for the position. Colleen will make the announcement about nominations being open and the election on Friday. Colleen will have nomination forms for anyone who would like to nominate themselves or someone else.

## **WRAP UP**

- **Review action items:**
  - Make announcement about and collect individual self-evaluation forms
  - Member recruitment announcement and discussion
  - Distribute Council meeting satisfaction survey with revision
- **Future agenda items:**
  - next Council meeting January 31-February 1
  - Member training – practice talking about issues before legislative visits (work with Public Policy group to get information to share with members as soon as possible)

## **ADJOURN**

Meeting was adjourned at 10:30 a.m.