

Oklahoma 2-1-1 Advisory Collaboration
Regular Meeting Minutes
October 29, 2008

1. The October 29, 2008 meeting was called to order by Tom Thomson, Collaborative Chair, at 10:04 a.m. in the office of Oklahoma Department of Human Services Aging Services Division, Oklahoma City.
2. Roll Call was taken by Bob Brandenburg who was representing Michael Jones, Secretary
 - a. Voting members present: Brook Arbeitman, April Canetto, Toni Frioux, Ashley Jones, Bob Brandenburg, Annie Lucas, Madalyn McCollom, Mechelle Jagers, Larry Olmstead (arrived after approval of minutes), Ed Pulido, Deborah Price, Kelley Riha, Lance Robertson, Crystal Stuhr, Karen Sedberry, Bob Stafford, Tom Thomson, and Bill Wagoner.
(18 members and proxies. Quorum established.)
 - b. Absent without proxy: Lovie Byrd, John Johnson, and Jean Jones.
 - c. Visitors present: Edwina Reddick, 2-1-1 SW Oklahoma; Danielle Harris, Heartland 2-1-1; Ellen Pogemiller, American Red Cross; Loni Stanfill, 2-1-1 Northwest Oklahoma; Steve Almon, 2-1-1 Heartline; Jim Lyall, 2-1-1 Helpline; and Jane Garner, Aging Services Division, OKDHS
3. **Approval of minutes as amended from September 24, 2008. Correction: Karen Sedberry's name misspelled in item 12. Motion to approve minutes as amended made by Ashley Jones, seconded by Madalyn McCollom. Voting yes were: Toni Frioux, Ashley Jones, Madalyn McCollom, Deborah Price, Kelley Riha, Lance Robertson, Crystal Stuhr, Karen Sedberry, Tom Thomson, and Bill Wagoner. Abstaining were: Brook Arbeitman, April Canetto, Bob Brandenburg, Annie Lucas, Mechelle Jagers, Ed Pulido, and Bob Stafford. (Motion passed: 10 yes, 0 no, 7 abstain)**
4. Receive Call Center Reports: Tom Thomson reported there would be no report from Ada; there would be two reports at the next meeting.
5. Committee Reports: None
6. Appropriations Sub-Committee: Ashley Jones reported the committee had met October 9 to review documents submitted related to the 10% Incentive Award. Two call centers did not meet the submission deadline, but because of conflicting language in the contract, the committee felt it did not give the Appropriations Sub-Committee the authority to hold funding and recommended all deliverable proposals to the committee. The sub-committee was to meet on October 23 to review budgets, marketing plans, fundraising plans, disaster plans. Written comments are being sent to the centers.

There was a discussion about the need for standard reporting requirements so there will be uniform information from the call centers. Standardized information is needed to report back to the Legislature and for funding applications. Ashley Jones reported a six month performance report will be required of each 2-1-1 Call Center detailing expenditures, budget review, and outcomes from goals and objectives.

Ed Pulio reported there would be a four hour training session on December 4 on standard outcomes.

A motion to approve the Appropriations Sub-Committee recommendation related to the 10% Incentive Award was made by Brook Arbeitman, seconded by Kelley Riah. Voting yes were: Brook Arbeitman, April Canetto, Toni Frioux, Ashley Jones, Bob Brandenburg, Annie Lucas, Madalyn McCollom, Larry Olmstead, Ed Pulido, Deborah Price, Kelley Riha, Lance Robertson, Crystal Stuhr, Karen Sedberry, Bob Stafford, Tom Thomson, and Bill Wagoner. Abstaining was Mechelle Jagers. (Motion passed: 17 yes, 0 no, 1 abstain)

A motion to move the due date for the six month reports back to March 1 was made by Crystal Stuhr, seconded by Toni Frioux. Voting yes were Brook Arbeitman, April Candtto, Toni Frioux, Ashley Jones, Bob Brandenburg, Annie Lucas, Madalyn McCollom, Mechelle Jagers, Larry Olmstead, Ed Pulido, Deborah Price, Kelley Riha, Lance Robertson, Crystal Stuhr, Karen Sedberry, Bob Stafford, Tom Thomson, and Bill Wagoner. (Motion passed: 18 yes, 0 no, 0 abstain)

7. Crystal Darkness Program: There was no report from Crystal Darkness.
8. Alliance of Information and Referral Systems of Oklahoma Report: Karen Sedberry reported the conference went well. Charlene Hipes, Chief Operating Officer of AIRS, discussed accreditation for the 2-1-1 Call Centers. Presently one center is in the process and one has submitted the letter of intent.

Officers for 2009 are Janice Harris, Tulsa, President; Edwina Reddick, Lawton, Vice President; Jane Garner, Oklahoma City, Secretary; and Lynn Whipple, Oklahoma City, Treasurer.

Edwina Reddick will be attending the AIRS Affiliate Council meeting in Washington, DC. The next big project for AIRSO is a strategic planning session in February or March. Next year's conference is October 22-23.

9. Update on State Coordinator Position: Tom Thomson reported interviews have been completed and final reference checks are being made.
10. Joint Oklahoma Information Network Report: There was no report.

11. Announcements: Bob Brandenburg reported some emails to Advisory Collaborative members are being rejected. He suggested meeting notices and minutes could be posted on the Web site and asked who was responsible for updating the information on the Web site. Deborah Price will check.

It was reported that the next regularly scheduled meeting of the Advisory Collaborative would be on the Wednesday immediately before Thanksgiving Day. Members were polled to determine how many would be unlikely to attend.

A motion to change the meeting date to November 24 at 10 a.m. was made by Deborah Price, seconded by Karen Sedberry. Voting yes were Brook Arbeitman, April Canetto, Bob Brandenburg, Annie Lucas, Madalyn McCollom, Mechelle Jagers, Larry Olmstead, Ed Pulido, Deborah Price, Kelley Riha, Lance Robertson, Crystal Stuhr, Karen Sedberry, Bob Stafford, Tom Thomson, and Bill Wagoner. Voting no were Toni Frioux and Ashley Jones. (Motion passed: 16 yes, 2 no, 0 abstaining)

12. Motion to adjourn was unanimously approved.