



THURSTON COUNTY STEERING COMMITTEE

Compassion of Individuals, Power of Community



MINUTES

November 8th 2017; 2:00-4:00 p.m. @ Department of Health, 111 Israel Rd., Tumwater (TC2) Room 158

Call in number: (360) 407-3780; Pin code 126856#

Documents Provided: None

Invitees:	<input type="checkbox"/> Kim Beckham <input checked="" type="checkbox"/> Denise Clark <input type="checkbox"/> Donna Cole	<input checked="" type="checkbox"/> Sharmin Hawley <input checked="" type="checkbox"/> Evelyn Hinken <input checked="" type="checkbox"/> Jennifer Inman	<input type="checkbox"/> Jessica Larsen <input type="checkbox"/> Kimberly Mathis <input type="checkbox"/> Sandy Mitchell <input type="checkbox"/> Jennifer Montgomery	<input type="checkbox"/> Randy Ryan <input type="checkbox"/> Tanyah Williams <input checked="" type="checkbox"/> Kelly Wilson	SOS Staff: <input type="checkbox"/> Dawn Baker <input type="checkbox"/> Jerika Ferguson <input type="checkbox"/> Stephanie Horn <input type="checkbox"/> Philip Kerrigan <input type="checkbox"/> Heather Lucas
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Time	Agenda Item	Presenter	Notes/Action Items
2:00 – 2:15	TCSC Announcements/Welcome new members	Denise/Evelyn	<p>Are meeting times good for the majority or do we need to change them? Evelyn will send out a survey addressing the day of the week, the week of the month and the time of the day. Please look for this to come to you soon.</p> <p>Shar also pointed out that better meeting reminders would help, especially not waiting to the last minute. Kelly stated the Administration officer position will send out a “don’t forget meeting” a week prior as well as the “agenda” notice a couple days prior.</p> <p>Evelyn and Denise shared the TCSC Mission/Vision statement along with a recruitment email as the end of year is approaching and it’s time to vote for next year’s officers. Evelyn asked the group whether or not the Communications/Marketing liaison officer should be changed to two positions: a Social Media officer and a Communication officer. Pros and cons were discussed. Pros – get more people involved. Cons – spreads out to thin/lost focus. It was voted that</p>



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			<p>the officer positions would remain as currently defined: Co-Chair, Treasurer, Administrator, Social Media/Communications.</p> <p>Evelyn and Denise brought to the group along with our Mission/Vision, what is our role as the TCSC. Roles at the SOS office had changed over the years and our role is becoming unclear. We know our role is to support the CFD and SOS office but how we support isn't as clear to us. Many new TCSC members are unclear as to what our role/purpose is. Denise and Evelyn will schedule a meeting with Philip to discuss how the SOS office needs the TCSC to support them.</p>
2:15 – 2:20	State Announcements	Philip/Dawn	Not available
2:20 – 2:30	SharePoint status update	Philip/Denise	Not available
2:30 – 3:00	Recognition Event	Philip/SOS	<p>Philip emailed Evelyn with dates for the Recognition Event to share and discuss with the TCSC. The Event is set to be at Little Creek Casino. The dates available are Friday February 2nd or Friday March 9th. After discussion the group was leaning towards the February 2nd date. It was brought up if there was any reason one date might be better for SOS, Kim Wyman, etc.</p> <p>Discussion on the revised nomination form as to where are we with it. It was decided Denise will email the revised form to Evelyn so that she can follow up with an employee at work for assistance.</p>
3:00 – 3:15	Roundtable	All	None

Next Meeting: December 13th 2017; 2:00-4:00 p.m. @ Department of Health, 111 Israel Rd., Tumwater (TC2) Room 158

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