Went over Membership and Sustainability goals table

1. Design targeted outreach efforts that promote a diverse and essential membership.
	1. Reviewed names again from Strategic Planning Retreat who wanted to be involved. Email received from Renee C. on 2/1/17. Sonja will email these individuals by 2/6/17 with invitation to Committee.
	2. Information from DHHS liaison received on 2/1/17- Cindy W. would provide information to colleagues about a representative attending the meetings.
	3. Arlene L. requested some outreach to DSS. Emailed A. L. and requested some more description. Had not heard back as of this meeting yet.
	4. Reached out an email to Tilda M.
	5. Jada J. agreed to be a young adult representative while at SOC meeting
	6. With respect to reaching out to all counties and government, etc. Mary Lloyd noted she had a template of information that could be used for other counties23 county project and they are gathering information for CFAC and other areas. Got this information from System of Care, Chamber of Commerce-within the MCOs, someone may be working on this through Community Relations, Community Outreach, etc. Find out administrative support at MCO and if they have a spreadsheet that contains that information. In the invite make sure to mention there is a local collaborative meeting and tie them to the website. Make sure to work with Terri Grant around all of the collaborative contacts
		1. Sonja would check and see if a student could collect information (could not be done)
	7. IDD- Gerri did speak to Barbara Leach and want to draft and create a letter. Want to figure out where the families are and might know some families and want to have a letter that comes from the Co-Chair
		1. -this is what the state collaborative is
		2. -this is why we want you to be involved
		3. -next meeting information
		4. -Barbara had reached out to Joanne and Stacy and would write a letter and mission values and how they can get involved with different subcommittees. Will draft letter and have it come from the Co-Chairs. Would send out letter and then call people and give them a chance to ask questions. Barbara Leach will talk to families who would qualify for these needs. Providing information to therapists, schools, etc.
		5. Gerri and Barbara will identify groups that are not represented and do outreach to individuals who are not involved. This includes Autism Society and Disability Rights is not involved.
2. Create materials and resources that provide information regarding the Collaborative and its work.
	1. Sonja conferred with team members on their feedback on video-Brandon noted it was Youth and Young Adult membership materials-requested co-joint members to discuss with Youth and Young Adult committee
	2. almost done as of March 15, 2017
3. Create a training for members to ensure they have a uniform understanding of the Collaborative.
	1. Suggested that Sonja reach out to Teka so that can continue to work with training committee on New Members Orientation
4. Retain members after they have joined the Collaborative
	1. Gerri will look at some initial ideas for mentoring and present at April meeting