

## **RICPG MEETING Minutes**

**Meeting Date:** October 12, 2006  
**Location:** DATA 102 Dupont Drive Providence, RI  
**Official Time:** 4:30-8:30PM

**In attendance:** Candy Brown M-McSwain, Deborah Davis, Stephanie Howie, Philip Kane, Don Laliberte, Paul Medici, Nathalie Mena, Ed Carr, Vinnie Velazquez, Dee Dee Williams, Tony Rodriguez, Felicia Delgado, Arthur Porter, Divya Vohra, Annie Silvia, Lucille Minuto, Jamie Hull, Jeremy Giller, Jenn Steinfeld, Lorraine Kaul, Michael Dell

**Welcome and Business:** Community Co-Chair Stephanie Howie called the meeting to order. Deb Davis made the motion to accept the September 14' 06 minutes 2<sup>nd</sup> by Felicia Delgado. All approved. The roll call was completed Derrill Isom excused. The quorum was announced; introductions and warm-up activity facilitated by Lorraine Kaul. The meeting agenda and objectives were reviewed. There was a vote to rearrange the agenda items so the MAP guest presenter could leave earlier. MAP presented before the charter revision discussion. The motion to adjust the agenda was made by Philip Kane and 2<sup>nd</sup> by Felicia Delgado. All were in favor.

**Vote on new member/discussion.** Lorraine pointed out that there due to a last minute circumstance; regarding the new member interview process; only two members were able to carry out the interview of the new member. The interviewing process was not compliant with the current reading of the charter, which requires three members for an interview. The charter is, however, currently under revision. The group would need to decide on accepting the recommendations from the two member interviewers and voting to pass the charter because it is under revision. The group would need to re visit and amend the wording under the charter amendment in the charter revision agenda item. Lorraine gave other examples how the wording does not match what works in current practice. The motion was made by Paul M to accept the two interviews and revisit the wording in charter later. The motion was 2<sup>nd</sup> by Vinnie V. The members discussed the candidate Earl Washington. Phil K reported on the interview and made the recommendation to accept Earl as a member of the RICPG. The motion to accept Earl into the membership, was made by Paul M and 2<sup>nd</sup> by Vinnie V. The vote for acceptance was unanimous.  
**MAP Presentation:** Suzanne Fernandez and Vinnie Velazquez presented an update of MAP activities. A power point presentation was presented with stories and case studies that connected the numbers to the direct work of MAP.

### **NETWORKING BREAK**

All agreed to adjust the networking break to occur after the MAP presentation since the presentation was longer than anticipated. In addition, they adjusted to have the RRR discussion happen before the charter revisions at the request of Jeremy from Clarendon Group.

**RRR: Discussion:** Jeremy updated the group on RRR status from Clarendon viewpoint. He displayed some sample flyer designs for selection. The members were in agreement that the flyer designs needed to be more youth focused. Recommendations were asked of the two youth representatives, Nathalie Mene and Tony Rodriguez. Both agreed a need to change the design. The members agreed to let Candy and the youth representatives meet with Clarendon on Friday Oct. 13th to make the final decisions on the flyer design. Candy provided an update on the status of the youth planning efforts.

**Charter revisions** The charter revisions were finalized. Lorraine displayed the charter on power point for review and revisions and distributed hard copies of the charter. Final review and changes were made. Lorraine will send out final document to the membership. The group

discussed the interview process 8.3 p. 4. The rule to have three people doing the interview is not working. The members asked to reword the article to read that interviews would be done “members” of the CPG. The change was unanimously voted in.

A discussion ensued regarding the term of the Co-Chair. Lorraine asked the members to consider what plan would need to be in place if a Co-Chair’s membership term expires before their term as a Co-Chair. The group unanimously agreed to include the appointment of an interim Co-Chair. Motion made to accept the change by Tony and 2<sup>nd</sup> by Arthur. The group unanimously approved all changes from former meetings and as of this meeting.

**Re-inviting Urban League** for additional presentation time. There was a consensus to bring Urban League back for more information. Vinnie suggested that we draft some criteria that would help presenters be prepared for their presentation to the CPG. She suggested that it could be sent out as part of a CPG form letter. All agreed. The criteria will need to be discussed in CCC or by Co-Chairs.

**Letters of Commitment:** Lorraine reminded the group that the following agenda item is in response to the JSI survey which members indicated a problem with the distribution of member workload and some observations of some CCC meetings with low attendance. Dee Dee suggested a possible solution might be to have *letters of commitment* signed as members come into the group indicating a willingness to participate fully in CPG activities including Committee meetings. Deb Davis said that the group has one somewhere on file that has been used in the past. We should try to find it and bring it back in for review. All agreed.

**Community Capacity Committee:** Report by Felicia Delgado and Vinnie Velazquez, CCC Facilitators (formerly Co-Chairs) An update was provided and minutes of the meeting were distributed. The Co-Chairs Stephanie and Dee Dee distributed both attendance lists from RICPG meetings and CCC meeting attendance. They asked members to check their attendance status. The last meeting was well attended. Lorraine reminded the group that the CCC attendance requirement is 50% of the officially held meetings per year. The year begins when members are voted into membership with RICPG. The CCC meeting worked on charter revisions that were reviewed and approved in this meeting. The group discussed their struggle with getting through the agenda items fully in the time allotted. Most members felt in the meeting that they did not want longer meetings. The group will discuss the structure of the agenda to brainstorm more efficient way to do the business in the time allotted. This discussion will take place in the next CCC meeting. (October 26<sup>th</sup> 6:00AM) Site to be announced.

**Task Force Reports:** No meetings for IDU/MSM Next meeting for women October 26<sup>th</sup> at Sojourner House 10:00AM-12:00AM. Youth Task Force activities have been centered on Red Ribbon Rally. Candy requested the group to consider allowing the youth taskforce to select two award recipients. They would like to consider a youth and an adult. The request was unanimously approved to have two award recipients. Candy requested the group to accept Dr Pamela Johnson as the adult RRR award recipient recommended by the youth task force. The youth are still working on the youth nominees.

**REACH:** Jenn Steinfeld discussed the Spring Training catalog. The members discussed the pros and cons of using local trainers vs. the tech support trainers that come at no cost. Jenn explained that she was trying to get the trainings offered in the most efficient way. The members discussed a need to have the trainings be more “community focused”. Jenn let the members know that she would be glad to work on their ideas. Jenn reviewed the current offerings. The group agreed to the need to discuss the issue further.

**Old Business:** There are concerns brought up by Don L. about what agenda items need to be discussed in the CCC meeting to assure that we are not repeating a discussion.

**New Business:** Public Comment: Community Update: No reports

**Review of Meeting Objectives** facilitated by Lorraine

**Evaluations were distributed: The traditional Red Ribbon Raffle was completed after the meeting was adjourned.**

