



**CAMConnect – Executive Committee
Meeting Minutes
January 5, 2006**

In Attendance: Jeffrey Brenner, Hilary Colbert, Chris DiCarlo, Joe Myers, Chuck Steinmetz, Bill Whitlow, Derek Ziegler.

There was discussion about the Annie E. Casey Foundation pulling the funding for the Alliance for the Revitalization of Camden City (ARCC) as of 12/30/05. All ARCC staff members were laid off. Derek will follow up with Lauren Hill to determine if she wants to continue as a City resident and serve as Secretary for CAMConnect. After this discussion the meeting was officially called to order.

1. **Minutes:** Hilary Colbert called the meeting to order. *Motion by Brenner, second Whitlow, for approval of the November 2005 Executive Committee Minutes passed unanimously.*
2. **Recap of Members Meeting/Data Open House:** About 90 people attended the Data Open House. Attendees seemed very receptive to the event and the only issue/problem that arose was parking for the presenters. Also, presenters did not always RSVP to Derek that they would be attending. Derek met the City's new GIS person, Josh Warner, at the event.
3. **Executive Director Update:** Derek and Sean moved into the new space on the 1st floor of the E & R Building last week. The space is in a prime location in the building just inside of the front door. There have been some issues with the temporary phone number (856-968-9506) and Derek hopes to get the old phone number back. The old number was printed on over 2,000 copies of our brochure.

Derek reported that the Cramer Hill Community Development Corporation wanted our assistance in conducting a survey of residents. After some discussion a *motion was made by Steinmetz, 2nd by Brenner for CAMConnect to enter into an agreement with Cramer Hill CDC for up to \$2,500 to conduct a resident survey. Motion approved by those present.*

Robert Wood Johnson Foundation has awarded a planning grant to the Camden Coalition for Healthcare Providers, of which \$20,000 will go to CAMConnect for further development of the hospital discharge database.

4. **Opinion Leader Survey:** Members were asked to review the report. Derek reported that one of the concerns of the Camden Redevelopment Agency (CRA) was whether the sample was representative of the City. The CRA was given until January 15th to review the report; Derek will send a reminder about the deadline to them. One of the lessons learned is that not

only do we need more e-mail addresses for people, we also still have to allow for responses to be submitted by mail.

It was decided that John Hart as the Data Chair and Jerry Harris as the Outreach Chair will be asked to review the report along with the CRA comments. Their reviews will take place prior to any press release; the end of the month was set as a deadline for this to be completed. One of the things we discussed initially was that once finalized copies of the report would be sent to the Economic Recovery Board members. That needs to be determined after John and Jerry's review.

5. **Education Law Center/Abbott Indicators:** Derek noted that the Education Law Center has received funding from Penn to do additional work in the City. Derek and Jerry will look into the next steps of us doing that work. It was suggested that a proposal could be submitted for \$30,000 with \$20,000 being used for a consultant to engage residents and \$10,000 for CAMConnect to update the data.
6. **Data Manager Update:** A draft job description was reviewed. Derek noted that we really need someone with an Information Technology and database background to fill this position. The position should be posted soon. In the meantime, Derek will pursue getting a consultant to assist with maintaining the database. One member questioned whether Oracle could help us subsidize some of our projects, especially the city-wide health data project.
7. **2006 Budget:** The 2005 budget was reviewed. Chris DiCarlo and Joe Myers will be asked to assist Derek in redoing the budget for 2006 into a simple Excel worksheet that is easy for anyone to understand. This will be ready for the Board meeting on January 26th.
8. **1st Quarter 2006 Work Plan:** Focus for the spring will be: membership, work with CCYSC and the Cramer Hill CDC, as well as fund development. Derek suggests that maybe a poll of members be taken to determine what reports members would like to see. One member suggested that maybe we could get funding to update some of the Camden Facts reports (over the summer) and possibly get funding to do some District reports that match up to the City's new police districts.
9. **January 26th Board Meeting Agenda:** Chuck Steinmetz suggested that at some point CAMConnect really needs to focus on having a fund development meeting. He feels that CAMConnect could receive funding from the Office of Emergency Management to do asset mapping and wants to discuss other opportunities for collaboration between CAMConnect and member agencies. It was decided that the Board Meeting would be a great opportunity to have this discussion. The meeting will start at 9:30 a.m. instead of 10:00 to allow for any CAMConnect business to take place in the first half hour then the remainder of the meeting would be a discussion on fund development. It was suggested that a recap of where our funding has come from be provided along with any projected sources of revenue. Derek will circulate some discussion questions to help guide the discussion prior to the meeting.

10. 2006 Calendar: Meeting calendar for 2006 was reviewed. Hilary noted that some of the board meeting dates posed a conflict for several members and asked whether they could be moved up one week.

11. CAMConnect Policy Book: This needs to be reviewed and updated. In particular, items that need to be reviewed include

- Governance chair
- Board member replacement
- Data review policy
- Website posting
- Reflection questions for new projects needs to be added

Next Meetings: Board Meeting – January 26, 2006
9:30 a.m. – 1:00 at Catholic Charities (lunch to be provided)

Executive Committee – February 2, 2006
10:00 – 12:00 at CEZC

There being no further business, the meeting was adjourned at 11:50 a.m.
Minutes submitted by Hilary Colbert.