



**CAMConnect – Executive Committee  
Meeting Minutes  
May 5, 2005**

**In Attendance:** Jeffrey Brenner, Hilary Colbert, Jerry Harris, Kevin Hickey, Lauren Hill, Jean Mouch, Darrell Staton, Chuck Steinmetz, Derek Ziegler.

**Minutes:** Jean Mouch called the meeting to order. ***Motion*** (Hickey, with 2<sup>nd</sup> (Brenner) that the April Minutes be approved was passed.

In follow up to the April meeting, CAMConnect will be getting ArcView 9.0 software free from the State. We will be required to pay a \$400 maintenance fee which includes training.

Also, Bill Whitlow has reportedly obtained the PDAs that will be used in the health needs survey this summer. The software is being ordered. (Note: need to get the value of the PDAs and software to include as in-kind for our match with AECF.)

**Board Meeting Discussion:** Everyone agreed that there was good discussion on the change from Program Manager to Executive Director. Hilary Colbert reported that the Motions from the Board meeting were voted on by 12 respondents and were collected via e-mail. Outcomes:

***Motion 1*** that Derek Ziegler be named Acting Executive Director through July 2005 passed unanimously.

***Motion 2*** to move forward with the new types of membership passed with 10 votes for, 2 votes against.

***Motion 3*** to allow Derek Ziegler to hire a Membership Development Consultant at up to \$10,000 passed with 11 votes for, 1 abstention.

***Motion 4*** for approval of CAMConnect budget through July 2005 passed unanimously.

**Membership Development Consultant and Approach:** Derek Ziegler is going to meet with the consultant that Jerry Harris recommended regarding marketing for CAMConnect. It needs to be firmed up that AECF will pay \$10,000 of this development work. We need to determine if the consultant will market or can a graduate student do a lot of the legwork and have the money for the consultant spent on developing a marketing plan. It was suggested by Jean Mouch that the consultant be hired to develop a marketing plan. Lauren Hill suggested checking with the Rutgers Business incubator to see if they do marketing at a reduced rate. Derek is going to obtain a Scope of Services and budget from the consultant and several places.

**Foundation Outreach Approach:** The Fund for New Jersey (contact is Rebecca Riley) is being invited to the Budget Roundtable and May member meeting. Jean Mouch will invite her William Penn contact who does work in Camden to both of these forums as well.

**Staff Role Transition:** Derek Ziegler will work with Jeff Brenner to work on a Job Description and performance measures for the Executive Director position. Chris DiCarlo will be asked to assist in this process regarding wording of performance measures for the new position.

**Board Membership:** There was then discussion about Board membership. Derek Ziegler will talk with Charles Lyons about the need for a new Camden City government representative and thank Charles for his years of service to CAMConnect. Lauren Hill will reach out to Dwight in Primas' office to see if he is available. Carol Wolff has informed Derek Ziegler about her inability to serve at this time; Carol recommends that Linda Bocclair from Camden AHEC take her place. Derek will ask Carol to do a formal letter designating Linda Bocclair as the Camden AHEC board member. We also need to recruit City residents as board members.

**Produce Rollout/Summer Plans:** (see attachment from Derek Ziegler)

*Budget Rollout (May 18<sup>th</sup>):* We are getting a good response so far. The Rutgers expert on municipal finance will be in attendance as will Tom Corchoran. Jeff Brenner will talk with Jenny Greenberg about having Jenny and Anthony Perno get DCA reps there.

*ARCC Leadership Meeting (May 11):* The Relocation Guide will be released at this meeting. Can we commit ourselves to providing updates? This could be a project (the updates) for a consultant to complete. **Motion** (Hill) with 2<sup>nd</sup> (Steinmetz) that CAMConnect provide quarterly updates to the Relocation Guide was passed.

*Summer Health Survey:* Jeff Brenner provided an update on the summer health survey which will produce a "report card" of the services provided by City health institutions. The work group for the project is looking at existing quality of care surveys that exist and at Chuck Steinmetz' suggestion will be sure to include health, mental health and substance abuse questions. **Motion** (Brenner) with 2<sup>nd</sup> (Hickey) to repeat the social capital survey and to produce the health report card was passed. Next meeting of the work group is June 7<sup>th</sup>.

*CBPR:* Jean Mouch noted that a proposal was submitted on behalf of CAMConnect to participate in a Community-Based Participatory Research Skill Building Institute for Partnership Teams which is being held in August. Ours was one of 51 applications received and our project would include how to use neighborhood data from needs assessments as a reason for residents wanting to participate in partnership activities.

**May 26 Member Meeting:** Jerry Harris reported that the Abbott Indicators report is ready to be released May 26th by the Education Law Center. We are trying to determine if we can hold our member meeting at a school which ELC prefers and have the Abbott Indicators report released at the school similar to last year's Data Fair format where we had presentations then our member meeting. No time/place has been confirmed. Derek Ziegler will provide education and budget presentations at that meeting as well.

**Other:**

*Weed and Seed:* Jean Mouch reported that the *Weed and Seed* report presentation to the Camden Neighborhood Renaissance Board was done on May 4<sup>th</sup>. This was a \$10,000 project from last year with \$7,000 budgeted for this year with the work done by Jean, a consultant and Derek Ziegler. One of the things learned from this work is that no follow-ups were done with neighborhoods. This finding is an example of how we can help improve the methodology of agency evaluations.

*ARCC Mayoral Candidate Forum:* Discussion ensued about whether CAMConnect wants to be the “Fact Checker” for Camden data. Jerry Harris noted that CAMConnect needs to consider the potential impact of such a role for us as well as the audience. We also need to consider if we do choose to be the “Fact Checker” what facts do we check? Jeff Brenner suggests that numbers that are thrown out in the public forum by candidates should be checked. Chuck Steinmetz noted that facts that are checked should be issues that all candidates are focusing on – not just one candidate talking about one neighborhood. Other questions to consider include what type of turn around time is required? What is the result going to be? How will information be disseminated: Will information be posted on the CAMConnect web-site about facts that are checked? Will reporters be e-mailed information? Jerry Harris also noted that in doing such a task we need to be mindful not to play one side of the fence.

Outcome: ARCC is going to generate a letter to CAMConnect asking CAMConnect to do fact finding from the mayoral forum. Derek Ziegler will work with ARCC Municipal Resource Committee to accomplish this task. A transcript from the proceeding will be obtained to review. A question and answer format will be used. A *motion* (Brenner) with 2<sup>nd</sup> (Hickey) to approve CAMConnect as the “Fact Checker” for the mayoral forum was passed.

There being no further business, the meeting was adjourned.

Minutes submitted by Hilary Colbert.