



**CAMConnect – Executive Committee
Meeting Minutes
July 7, 2005**

In Attendance: Jeffrey Brenner, Hilary Colbert, Jean Mouch, Jerry Harris, Darrell Staton, Carol Wolff, Derek Ziegler.

Minutes: Jean Mouch called the meeting to order. *Motion for approval of the June 2, 2005 Executive Committee Minutes* (Brenner, with 2nd by Colbert) was passed.

Update on Summer Surveys and Partnership with Rutgers University: Derek reported that 14 surveyors were trained last week. 4 of the students are funded by UMDNJ, 3 by Rutgers. A total of three surveys will be completed over the summer months:

- 1) *Health Services Assessment/Report Card* – will be piloted next week. See handouts. The Spanish language version is almost translated and there are some Spanish and Cambodian speaking interviewers available. Carol suggests that surveys could be done at the Farmer's Market which is a central location where people gather.
- 2) *Social Capital Survey* - will be updated by high school and college students that are teamed up together to complete the surveys.
- 3) *Social Observation of Blocks* – this will be accomplished using two teams to survey each block for cleanliness, safety, boarded homes, etc. College students that are being trained in GIS will map the results. Derek noted that formal criteria for which blocks are observed will be completed. Jean noted that major commercial roads need to be observed. Jean also noted that a nutrition survey is being done in the City and asks that a question about whether establishments sell loose cigarettes be added; this information could then be used for the Camden County Cancer Coalition work.

CCOP Survey on Camden's Recovery – (See handout) Derek reported that about 700 surveys have been turned in thus far; 80% of respondents are City residents. He noted that 2/3 of the respondents took the English language survey while 1/3 took the Spanish language survey and that more women than men completed the surveys which were passed out at area churches and returned. Jerry asked the question: who owns the data? This is not certain. Carol Wolff then suggested that the Executive Committee come up with some *criteria or checklist for proposals* that covers some of the issues regarding ownership of data, how information is released and posting of information from projects such as this.

Policies and Procedures for Report Release – this needs to be accomplished ASAP. This was brought up as a result of the various correspondences from the City regarding the budget report that had been posted to CAMConnect’s website. Derek responded to the e-mails by making some changes to the report and re-posting it to the website. Derek is going to redraft the Protocol for Reviewing External Publications from the undated version on the website that was originally a product of the original Data Committee.

Executive Director Update: (see handout)

- Derek noted that the Job Description and proposed Performance Measures for the Executive Director were not quite finalized.
- Derek reported that new members had been added including one student from U Mass.
- GIS software from the State seems to be good; the State is sending someone to assess CAMConnect’s facilities on July 13th.
- Fund Development: Derek got the okay on CAMConnect’s proposed work plan with our AECF Project Officer.

Projects: Derek provided an update on several projects CAMConnect is involved with:

Abbott Indicators: Derek acknowledged Jerry Harris for the hard work he has dedicated to this project. There is a Town Hall meeting scheduled for July 20th. The William Penn Foundation and Education Law Center are meeting with CAMConnect on July 19th to discuss opportunities for data updates which could hopefully lead to funding for multi-year funding. The Education Law Center has no in-house data crunching ability which is a role CAMConnect could play. Jerry suggested that CAMConnect may want to pursue relationships with local organizing committees and focus on doing some 4 to 5 page action reports on key topics identified in the report. Discussion about other places to present the report included: Mayor’s Roundtable, Save Our Waterfront, Empowerment Zone, CAMConnect Board and the Board of Education.

Health Report: Ian Hoffman is starting to analyze the data which is voluminous. Jeff noted that the data is rich enough to produce several reports.

Budget & Taxes Report: Derek and Jerry will come up with a strategy regarding release of the report as it relates to timing with the passage of the City’s budget. Jerry suggested that one possibility is walking the report through a series of meetings with a group of City representatives and come up with some municipal finance indicators and policy implications of the data. Having a strong facilitator of the meetings would be instrumental to making this successful. The outcome should be discussion at the local and state level regarding the need to address Camden’s funding concerns. CAMConnect may want to be in partnership with the Rand Institute or ARCC on this. Darrell noted that the Empowerment Zone may be able to contribute some funding for copying the report. Darrell will also look into how the Empowerment Zone handled the Haddon Avenue study rollout and get back to Derek with that information.

Employment Report: final clean up of the report needs to be done then it is ready to go.

July 21st Board Meeting: Items that will be covered include:

- CAMConnect update (similar to today's update on projects)
- Policies and Procedures
- Budget/Municipal Finance Report
- Executive Director Job Description and Performance Measures
- Budget modification for Executive Director salary
- Marketing update

Other Topics of Interest:

Jerry mentioned that the Camden Cultural Arts Plan has just been completed. Unfortunately, there is no one moving the plan forward. Could this be a potential role for CAMConnect?

Carol has received a final report on the Puchak Well. She will forward it to Derek so that it may be included on the CAMConnect website.

Jean mentioned that the Institute of Medicine and Public Health of New Jersey has recently been formed through the New Jersey Medical Society. Non-profits are able to go through the Institute using the Institute as fiscal agent for grants which may be a possibility for future CAMConnect projects.

Jean handed out an update from the Camden County Cancer Coalition work and a 6-page Fact Sheet for Camden County from the cancer work that is being done through CAMConnect.

Darrell noted that the Empowerment Zone is moving into Bridgeview. Their current space will be used for a charter school.

Next Meetings: July 21st, 2:00 – 4:00 p.m. – Board Meeting at Catholic Charities

August 4th 10:00 a.m. – noon – Executive Committee
(Note: CEZC will now be housed at Bridgeview)

September 1st, 10:00 a.m. – noon – Executive Committee
(To include health report representation)

There being no further business, the meeting was adjourned.

Minutes submitted by Hilary Colbert.