



**CAMConnect – Executive Committee
Meeting Minutes
August 4, 2005**

In Attendance: Jeffrey Brenner, Hilary Colbert, Lauren Hill, Jean Mouch, Darrell Staton, Chuck Steinmetz, Bill Whitlow (called away early for emergency), Carol Wolff, Derek Ziegler.

Minutes: Jean Mouch called the meeting to order. *Motion for approval of the July 7, 2005 Executive Committee Minutes* was passed unanimously.

July Board Meeting Wrap-Up: Jean reviewed minutes from the July 21st Board Meeting and recapped the highlights of the meeting.

Program Manager / Executive Direction Evaluation: Jeff Brenner provided an Evaluation template for Derek Ziegler’s performance during the past year (8/04 – 8/05) and goals for the upcoming year. The Evaluation included goals and objectives, results attained by Derek on each and a rating on each goal/objective on a scale of 1 to 5 with 5 being the highest score possible. Those present completed the Evaluation and a *motion was made by Brenner, 2nd by Hill, for approval of the Evaluation of Derek and Goals for him to meet during the upcoming year.*

Executive Director Update: Derek provided his written update. Highlights include:

Camden City Youth Services Commission (CCYSC) proposes that CAMConnect serve as Data Manager for CCYSC for \$18,000 over 2 years. *A motion was made by Brenner, 2nd by Colbert, to authorize the Executive Director to negotiate and execute the Grant Agreement with CCYSC. Motion passed.* (Abstention: Mouch)

Derek has been part of web conferences through **Robert Wood Johnson Foundation’s “Information Links”** program to determine if CAMConnect’s work with patient data could lead to funding through this program (which could be up to \$75,000). Derek has also been working with Mitchell Berger from Camden County Department of Health to see if our patient data can be included in the county’s MAPP process. Jeff suggests that if Kennedy and CAMCare data is able to be obtained, patient data for the entire county will be complete which would be unique and certainly would help us obtain funding.

AmeriCorps VISTA: Derek will be completing the application to get a VISTA Volunteer and will be attending the Supervisor Training in August.

CCOP Survey Analysis: Derek reports that there has been increased traffic to our website since the results of the survey were posted on August 2nd. He confirmed that CCOP had not received any knowledge of surveys being distributed with an inflammatory cover letter.

Summer Surveys in partnership with Rutgers Camden Center for Children and Childhood Studies are going well. Data collection will be completed this week. It was suggested that, if possible, pictures of the Rutgers students, medical students and kids from Camden City be included on the website link to the survey results.

Budget Report: Derek reported that Jerry Harris had talked with Randy Primas, Camden City COO, about doing the series of meetings with City representatives. Jerry reported back that there should be a “charge” or purpose/proposed outcome for the panel to do the meetings. A strategy for honorariums for panelists also needs to be developed. Jeff Brenner suggested that a draft letter to COO Primas, the Camden City Treasurer, City Council and the Alliance for the Revitalization of Camden City (ARCC) asking for participation on the panel and outlining the process to be undertaken be drafted. Lauren suggested that a summary of the budget report be included with the letter. Jeff suggested that some of the service project students could serve as staff to the panel (there are 5 students each from medical, law and public administration). Next steps would include having Jerry meet with the City representatives and drafting the letter. *A motion was made by Brenner, 2nd by Hill, to have the Executive Director draft with Jerry’s input a letter to the City representatives requesting their participation in a budget panel. Motion passed.*

Courier-Post Editorial: There was some concern with wording included in the Courier-Post’s editorial on Cramer Hill containing incorrect information about the redevelopment plan. *A motion was made by Brenner, 2nd by Steinmetz that the Executive Director be permitted to write a letter to the Courier Post in response to the editorial that does not take a stance but simply corrects the incorrect statement previously printed.*

Abbott Indicators: Derek reported that at the July 20th Town Hall meeting releasing the report there were some 30-40 people present, some of whom said the data was outdated. This led to concern about future presentations of the data so we may need to rethink plans for distribution of the report. Lauren Hill noted that the ARCC Education Subgroup would be looking at this data at their August meeting. CAMConnect will work through ARCC and the parent’s advisory groups regarding future release of this data. Derek will also explore obtaining funding from the Education Law Center to update the data.

Website updates: new information on the CAMConnect site includes Camden City municipal election data, the missing boys report from the Camden County Prosecutor’s office, as well as redevelopment plans submitted by the Camden Redevelopment Agency.

Schedule of upcoming events include:

Executive Committee – September 1, 2005 10:00 a.m. at Bridgeview

Health Data Breakfast – sometime in September a breakfast meeting will be held to release the health data report. Jeff Brenner reported that September 8th is the next quarterly Providers Alliance meeting.

Board Meeting – October 27, 2005 from 10:00 a.m. – 12 noon at Catholic Charities

Board Elections: It is again time for board elections. Donna from the Camden Redevelopment Agency will be approached to see if she will consider serving as our Camden City government representative for purposes of the next CAMConnect Board elections.

New Business:

Preliminary discussion ensued about when it would be appropriate to hire another staff person at CAMConnect. This is something to think about and discuss at an upcoming meeting.

Hilary mentioned that with a VISTA volunteer, CAMConnect may be able to supplement a VISTA's housing, meals or transportation costs to make it more enticing for them to work with CAMConnect. This may be something to consider as we start to receive applications from potential volunteers.

Next Meeting: 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.