



**CAMConnect – Executive Committee  
Meeting Minutes  
September 1, 2005**

**In Attendance:** Jeffrey Brenner, Hilary Colbert, Jean Mouch, Chuck Steinmetz, Bill Whitlow, and Derek Ziegler/Executive Director.

1. **Minutes:** Jean Mouch called the meeting to order. *Motion by Brenner, second Whitlow, for approval of the August 4, 2005 Executive Committee Minutes* was passed unanimously.

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

**Camden City Youth Services Commission (CCYSC)** the proposal that CAMConnect serve as Data Manager for CCYSC for \$18,000 over 2 years has been signed. Derek will be meeting with the Data Committee of CCYSC to discuss a proposed youth report card. The goal is for data to be online. Jean suggests that Derek look at the 2003 5-year CCYSC plan to familiarize himself with the indicators that CCYSC chose to focus on as a starting place for what should be included in the report card. Jean will provide Derek with a copy of this document.

**Camden County Cancer Project** – Derek mocked up a 6 page cancer fact sheet for the Camden County Cancer Coalition which the coalition is using to help recruit members and as an information tool.

**Possible Members for CAMConnect** – there was some discussion about possible new member(s) to CAMConnect, including the National Cancer Information Services (NCIS) which has supplied information on the medically underserved for the cancer project work. Jean discussed how the marketing materials from NCIS are able to be used to target marketing and programs to the medically underserved.

**Annie E. Casey Foundation (AECF)** – AECF will be providing us \$50,000 for this funding cycle to support CAMConnect’s transition to sustainability. There was some discussion about other efforts AECF has funded including Baltimore’s work with Johns Hopkins in relocation efforts of residents during that City’s rebuilding.

**Robert Wood Johnson Foundation’s “Information Links”** Ian Hoffman has drafted a proposal to get a grant from RWJ to support an additional staff person to work with patient health data CAMConnect collected. The proposal needs some refining with

particular need for data on the needs assessment section. Hilary will forward some material Health Visions put together for another project.

**Summer Surveys** – the experience was excellent for all involved. Although the college students did not fully trust the high school students' data collection efforts they appreciated the high school students being part of the project. The high school students were adept at navigating the City and providing translation services.

**NNIP Conference** – this year's conference will be held September 28 – 30 in Washington, DC. *Motion authorizing Derek to attend the conference at a cost not to exceed \$500 was by made by Brenner, second Whitlow, and was unanimously passed.* Chuck Steinmetz noted that Hilary will also be allowed to attend the conference with CPAC picking up her tab. There was also some discussion about Derek applying for a position on the NNIP Executive Committee which comes with a \$3,500 stipend; all those present felt this was an excellent opportunity for CAMConnect to be in the NNIP forefront.

**Graphics Training** – *a motion was made by Brenner, second Whitlow, and unanimously passed authorizing Derek to attend a one day graphics seminar in East Brunswick on September 26<sup>th</sup> at a cost of \$320.*

**CLEAR Circles** – *a motion was made by Brenner, second Mouch, and unanimously passed to authorize \$400 reimbursement to Derek for the cost to participate in the CLEAR Circles program for non-profit directors.* The program is run by The Non-Profit Center and was recommended to Derek by Jean Mouch.

**AmeriCorps VISTA** - Derek had not received any VISTA candidates yet so he will be attending the Supervisor Training in November.

**Courier-Post Editorial** – Derek noted that although he had responded to the editorial in the Courier, it was not published.

**3. Board Elections** – Derek will be following up on membership renewals in preparation for the October election. Agencies/members that have not been in attendance will be asked to identify an alternative person to attend. Jean Mouch noted that due to her increased responsibilities with Medical Mission Sisters, as of January 2006 she will be unable to serve as chair or in any executive position with CAMConnect for the upcoming term. However, she would like to remain a board member. The schedule for the elections was presented.

#### **4. Fall Calendar / Data Rollout**

**Nutrition Reports** – Derek shared the Camden Corner Store fruit and vegetable maps with those present. There are limited numbers of stores in the City where fresh fruits and vegetables can be obtained and many of those have a limited selection of fresh produce. It was suggested that the reports be rolled out in conjunction with Camden AHEC with the

Farmer's Market and possibly with Robin Waddell at the Rutgers Cooperative. Jeff Brenner suggested that press releases regarding the findings be done soon.

Jean Mouch noted that she was able to obtain county wide BRFSS data that included some nutrition information. Hilary noted that the focus groups being done with UMDNJ's School of Public Health for Camden Healthy Futures showed that people felt that poor nutrition was a concern in the City.

**Health Data** – Further discussion is needed about the rollout of this data. It should be accomplished soon though as the hospitals have all expressed an interest in seeing the report.

## **5. Other Business:**

**Additional CAMConnect Space / Staff Member** – Discussion about getting a new staff member for CAMConnect was timely. Jeff Brenner reported that he had spoken with the Dean at UMDNJ and the Dean had approved CAMConnect getting some additional space on the first floor of the E & R Building. The space is very visible and is part of the computer lab; the space is shared with some outreach project staff. Hilary suggested that CAMConnect make that space ours by putting maps etc. on the walls; Bill Whitlow suggested that the banner could be put up to help identify the space as CAMConnect's.

The new staff person would ideally be at minimal bachelor's level and be somewhat of a "data geek". Derek will draft a job description and qualifications for the new staff member for October's meeting. There was discussion about what that person's role would be, taking into consideration the need for reliable data as the backbone of our work and the work that Derek is currently working on.

**Misc.** - Hilary asked whether there was a copy of the CAMConnect reports at the Rutgers Camden library as part of their reference section. Derek will look into this. Jean asked if there was a way to get people to register when using our website or some other way inform us of how they are using the data. Derek will look into this also.

**6. Next Meetings:** Executive Committee October 6, 2005  
10:00 a.m. – noon at CEZC

Board Meeting – October 20 or 27, 2005 (TBD)  
10:00 a.m. – 12 noon at Catholic Charities

There being no further business, the meeting was adjourned.

Minutes submitted by Hilary Colbert.