

Meeting Minutes

Date: 12-01-10

*Present:*

*Absent:* *list the names of those absent here*

TOPIC	DISCUSSION	ACTION
Call to Order	By Robin Mayo at 1:05 pm.	
Previous Minutes	Tom motioned minutes be approved. Dawna seconded the motion.	Reviewed and approved
<i>SCC/DCC Update</i>	Robin Mayo gave an update on the SCC projects with the separate groups. The January 13 <sup>th</sup> , DCC meeting identified obesity, immunization and substance abuse as strategic issues to be addressed. All are welcomed to be involved in the DCC process.	
<i>SNAP Ed</i>	Elaine Bisbee informed the Steering committee that the mini grant application has been completed and gone out to the schools. Interested schools must have the application back by 12/20/10.	Elaine will inform the task force of the results next meeting.
<i>MAPP Assessment Process</i>	Robin Mayo discussed the MAPP assessment process. Robin distributed a handout of the template of strategic issues and requested the task force review and give feedback. An open discussion on the strategies and objectives followed.	
<i>Updates</i>	Robin Mayo skipped to the updates because a few members had to leave early. She opened the floor for anyone to give updates on current projects in work. The Executive Steering Committee gave a round table update on successes and new programs.	
<i>HMP RFP -</i>	The Bidder's Conference for the RFP was held November 22. Robin and Lisa both attended the conference. All questions presented at the bidder's conference will have posted answers by 12-22-10. The Letter of Intent is due by January 5, 2011 at 4:00 pm. The application will be bundled by district (no more than 4 application per bundle) and is due February 3, 2011.	
Adjournment	The next meeting will be held on March 23, 2011. The meeting was adjourned at 3:00 pm.	

*Submitted by:*

*Authenticated by:*

<i>Lisa Kingsbury</i>	<i>Lisa Kingsbury</i>
-----------------------	-----------------------

