

MDOS Steering Committee Meeting Minutes

2022 September 27, 1:30 p.m. CDT via Zoom

Agenda

1. Welcome and introductions
2. Meeting logistics
 - a. Schedule
 - b. Minute-taking
3. Monthly newsletter/Education coordinator role and ideas
4. Focus group project
5. Other business

Attendance

Present

- Adolph, Bailey (Member, 2022-2023)
- Diakonenko, Evgenia (Education Coordinator, 2022-2025)
- Friedman-Shedlov, Lara (Co-Chair, 2021-2024)*
- Johnson, Randi (Member, 2020-2023)
- Rosier, Julie (Web Liaison, 2022-2025)
- Russano-Simpkins, Danielle (Member, 2022-2025)
- Serrao, Jessica (Incoming Co-Chair, 2022-2025)
- Shallcross, Mike (Immediate Past Co-chair, 2020-2023)

*Minute-taker

Absent

- Bailey-Tomecek, Christy (Social Media Coordinator, 2020-2023)
- Murphy, Edwina (Member, 2021-2024)

Minutes

1. Welcome to all!

2. Meeting logistics

a. Scheduling:

Options for an ongoing meeting time are

- 1st or 2nd Thursdays at 12pm CT
- 1st or 2nd Tuesdays at 2pm CT

There was a preference for the Tuesday option if possible. We decided the next meeting will be Tuesday, Nov 1 at 2pm CT. Lara will contact Christy and Edwina to hopefully confirm that one of these above options will work for them.

b. Minute-taking

We will rotate through the roster alphabetically (Randi is up for November). When minutes are ready, send an email to the steering committee members. Minutes will get posted to our website after the following meeting

3. Education Coordinator role

- There are some broken links on the [Education Resources section of the web site](#) that need to be addressed.
 - There are some older resources that maybe are outdated and could be removed
 - We originally decided a guideline for anything linked here is that it should be freely available
 - Evgenia will copy all the current data into a Google doc for editing and input from the other SC members. Julie will add the updated info to the website when it's ready.
- Newsletter could be quarterly. Content depends in part on outcome of focus groups.

4. Focus Groups

- Need to recruit people for focus groups. We did get some volunteers.
- SAA declined our request to fund compensation for participants.
- Ideally we're hoping for 3 groups of 10 or so. Questions were drafted to be used in each session.
- [We reviewed other sections](#) in preparation for these focus groups.
- Large number of members suggests that there's a lot of potential interest, possibly because we have the word "digital" in our title.
- Mike will send out a reminder. Deadline to sign up of October 14th.

Action Items

- Lara will contact Christy and Edwina about meeting scheduling.
- Mike will email the section with a reminder to sign up for focus groups with an October 14th deadline.
- Evgenia will start work on updating the educational resources page.