

**Baraga County Communities That Care  
Resource Assessment Workgroup Meeting Minutes 9.13.17**

**Members Present:** Alex Mayo, Delana Hadden

**Members Absent:** Kim Hendrickson, Carol LaPointe, Sandra Lytikainen, Tim Brennan

**Guests:** Carrie Rich

Topic	Discussion	Follow-Up
Call To Order	<ul style="list-style-type: none"> <li>5:05 PM</li> </ul>	
Agenda	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
Meeting Minutes	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
Adjourn	<ul style="list-style-type: none"> <li>6:15 PM</li> </ul>	
<b>New Business</b>		
What is CTC?	<ul style="list-style-type: none"> <li>Brief Review of What the CTC Coalition is / does in Baraga County</li> </ul>	<ul style="list-style-type: none"> <li>NA</li> </ul>
What is the Resource Assmt Worgroup?	<ul style="list-style-type: none"> <li>Brief Review of what the Resource Assessment Workgroup is and how they help the coalition</li> <li>Review (3) Training videos</li> </ul>	<ul style="list-style-type: none"> <li>NA</li> </ul>
Chair / Vice Chair	<ul style="list-style-type: none"> <li>Briefly talked about the Chair / Vice chair roles and if anyone wanted to take them on.</li> <li>Delana and Alex decided to be Co-Chairs</li> </ul>	<ul style="list-style-type: none"> <li>Carrie to announce on social media and via email to coalition</li> </ul>
Scribe	<ul style="list-style-type: none"> <li>Briefly talked about the Scribe position and the importance of keeping meeting minutes up to date and to make sure that the minutes are down within a week of the meeting. Meeting minutes are reviewed and approved and loaded onto the website.</li> </ul>	<ul style="list-style-type: none"> <li>Scribe TBD when more members are present. Carrie to continue with scribe duties until a scribe is chosen.</li> </ul>
Next Steps as a Workgroup	<ul style="list-style-type: none"> <li>Talked about the Youth Survey that was recently completed in the County.</li> <li>Talked about the current resource list and how we want to combine it into a new updated list.</li> <li>Put together Resource Assessment Report and start analyzing programs when Survey Results are in.</li> <li>All members of the Resource Assessment Workgroup need to go through CTC Training. Training is approximately 8 – 8 ½ hours long but can be broken up if needed.</li> <li>Decided on holding meetings at the same time / place every month going forward.</li> </ul>	<ul style="list-style-type: none"> <li>Carrie to send the Resource files that we currently have to group in electronic format.</li> <li>Carrie to email Houghton CTC and other CTC Groups to see if they have a Resource list format that we can look at and potentially copy from.</li> <li>ALL MEMBERS – come to the next meeting with ideas on how to go forward with Master Resource list. How to format / what is the important information on it / how to break it up, etc.</li> <li>ALL MEMBERS – come to the next meeting with ideas for different types of Resource lists we can break the master list into – Ex. Suicide Prevention, Depression, Single Moms, etc.</li> <li>Carrie to confirm Resource workgroup training with Gery or Katie for Saturday, October 7<sup>th</sup> from 9 am – 5:30ish pm at the Baraga CTC office.</li> <li>Monthly meetings are currently set for the 3<sup>rd</sup> Thursday of the month, 5pm, at the CTC office in L'Anse</li> </ul>
Upcoming Meetings	<ul style="list-style-type: none"> <li>All meetings are being updated on the Google Drive Calendar and linking to the website.</li> </ul>	<ul style="list-style-type: none"> <li>Upcoming Meetings:</li> <li>October 19<sup>th</sup> @ 5pm at the CTC Office</li> <li>November 16<sup>th</sup> @ 5pm at the CTC Office</li> <li>December 21<sup>st</sup> @ 5pm at the CTC Office</li> </ul>
	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
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**Respectfully submitted by: Carrie Rich**