

**Baraga County Communities That Care
Resource Assessment Workgroup Meeting Minutes 10.19.17**

Members Present: Alex Mayo, Delana Hadden, Sarah Woodruff

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"> 5:00 PM 	
Agenda	<ul style="list-style-type: none"> Reviewed 	<ul style="list-style-type: none"> Approved
Meeting Minutes	<ul style="list-style-type: none"> Reviewed 	<ul style="list-style-type: none"> Approved
Adjourn	<ul style="list-style-type: none"> 6:15 PM 	
Old Business		
Scribe	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> Scribe TBD when more members are present. Carrie to continue with scribe duties until a scribe is chosen.
Additional Training Needed	<ul style="list-style-type: none"> Some workgroup Members to repeat the training that was missed on October 14th 	<ul style="list-style-type: none"> Sarah scheduled to break hers up into 2 days 20th and 27th Delana TBD on timeline. Has to check her schedule and get back with Carrie Carrie will reach out to Sandra L, Kim H, Tim B, Carole L.
Master Resource List	<ul style="list-style-type: none"> We went through the names of groups / businesses that were written down at the training on the 14th and divied up who would call which place. The calls are to inquire about what kind of resources and programs each of these places currently offers, and to try to figure out "gaps / holes" in coverage for our county. A "cheat sheet" of what to ask was given to each person. These resources are focused mainly on the two risk factors chosen – for now – so that we can get programming ready to be delivered for voting. Additional resources will be called once we get the list a little more fleshed out. 	<ul style="list-style-type: none"> Alex / Delana / Sarah / Carrie to call resources as discussed during the meeting. All contacts to be called prior to the next meeting AND updated on the list.
New Business		
Phone Survey Checklist	<ul style="list-style-type: none"> Talked about using one that was previously started and just adjusting it or having Maintenance create one for us. 	<ul style="list-style-type: none"> We are using one that was previously created and adjusting as we see fit. Carrie to load on Google Docs and link us all to it.
Blueprints	<ul style="list-style-type: none"> Reviewed the Blueprints website and showed how to access the programs that are Tested and effective and approved by CTC. 	<ul style="list-style-type: none"> Each person on the Resource team is to take a look at the programs and come with thoughts on each one for the next meeting
Craves Book	<ul style="list-style-type: none"> Craves book was discussed and thought to be a good resource. We need to figure out funding sources to try to make this happen in Baraga County. 	<ul style="list-style-type: none"> Carrie to talk to Funding WG about this and to ask Mary LeDoux (Houghton CTC) about working together to try to bring this person up here.
Upcoming Meetings	<ul style="list-style-type: none"> All meetings are being updated on the Google Drive Calendar and linking to the website. 	<ul style="list-style-type: none"> Upcoming Meetings: November 16th @ 5pm at the CTC Office December 21st @ 5pm at the CTC Office January 18th @5:30pm at BCMH for the QCBM and Program unveiling / choosing

Respectfully submitted by: Carrie Rich