

**Baraga County Communities That Care
Resource Assessment Workgroup Meeting Minutes 11.16.17**

Members Present: Sarah Woodruff

Members Absent: Kim Hendrickson, Carol LaPointe, Sandra Lytikainen, Tim Brennan, Alex Mayo, Delana Hadden

Guests: Carrie Rich

Topic	Discussion	Follow-Up
Call To Order	<ul style="list-style-type: none"> 5:45 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"> 6:56 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.
Master Resource List	<ul style="list-style-type: none"> Additional resources will be called once we get the list a little more fleshed out. The List wasn't connected correctly to all of the members. Carrie re-connected and sent out an email update to let them know a link was coming to them. All members to continue to update the Resource list as needed Sarah brought with her the new / updated Key Leader List for the KBIC Tribe and also the updated Resource Guide from Baraga, Houghton, and Keweenaw Counties for 2017 Alex wasn't here – but we are hoping she brings the list she had as well to the next meeting. 	<ul style="list-style-type: none"> Alex / Delana / Sarah / Carrie to call resources as discussed during the meeting – if they haven't already. Alex to bring the updated Resource List she has access to the next meeting.
Phone Survey Checklist	<ul style="list-style-type: none"> The List wasn't connected correctly to all of the members. Carrie re-connected and sent out an email update to let them know a link was coming to them. 	<ul style="list-style-type: none"> All contacts to be called prior to the next meeting AND updated on the list. Resource team to complete the list on the google drive with all info prior to the next meeting.
New Business		
Programming Timeline	<ul style="list-style-type: none"> November – Dig Deeper December – Research / Choose Programs January 12th – Key Leader lunch (TBD) January 18th – QCBM?? 	<ul style="list-style-type: none">
Misc	<ul style="list-style-type: none"> Sandra Lytikainen has requested to leave the group as she just doesn't have extra time to give to this right now. She will come back in the future when she has moved past some of her grief and has more time. 	<ul style="list-style-type: none">
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: December 21st @ 5pm at the CTC Office January 12th – Key Leader Lunch (TBD) January 18th @5:30pm at BCMH for the QCBM and Program unveiling

Respectfully submitted by: Carrie Rich