

AVP/CA Steering Committee Meeting Minutes	
Participating:	Karen Brower, Nancy Vimla, Sue Torrey, Ann Leonard, Steve Gelb, Stacy Hughes, Linda McCue, Steve Lomas, Joyce Banzhaf, Sam Lewis, Gori Urling
Absent:	Stephen Matchett
Clerk:	Karen Brower
Note taker:	Stacy Hughes

Agenda Topic: Review of March Meeting Minutes			
Discussion			
Conclusions	No revisions, minutes approved.		
Action Items:	Person Responsible	Due By	

Agenda Topic: Website			
Discussion	New website coming along. Next step is to set up a process for reviewing by others - final push before making it live.		
Conclusions			
Action Items:	Person Responsible	Due By	
Status report by 4/24 with replies within a week	Stacy Hughes	4/24	
Set up Skype orientation (dates will be		TBD	

Agenda Topic: Fiscal Year-End Financial Report			
Discussion	Review of report will be at next meeting, in order to have Stephen present to explain. Please review before then.		
Conclusions			
Action Items:	Person Responsible	Due By	
	Stephen		

Agenda Topic: AVP CA Newsletter	
Discussion	Newsletter went out today via Vertical Response. Lots of positive response already. Good idea to add names and contact information of Steering Committee members to the next newsletter, as many people are interested.

	Important that we were able to include information about “In An Ideal World” showing on PBS on 4/26		
Conclusions			
Action Items:	Person Responsible	Due By	
	Steve Gelb, Karen Brower, Sue Torrey		

<b>Agenda Topic: Steering Committee Retreat - Formation of Committee to Plan Agenda</b>			
Discussion	At previous meeting, decided that agenda planners will be different from venue planners. Information from last year’s gathering would be helpful. Two committees now - one for agenda, and one for site (accommodation, food, etc).		
Conclusions	Volunteers: Sue, Steve G., Ann		
Action Items:	Person Responsible	Due By	
Set time for conference call among volunteers.	Sue Torrey	TBD	
SC members send accommodation info to site prep team	All	4/27	

<b>Agenda Topic: Special Training - Team Coordinator Workshop</b>			
Discussion	Report sent. Any questions or suggestions? Discussion about logistics of doing a workshop in Fresno, or SLO		
Conclusions	July workshop will be at SLO.		
Action Items:	Person Responsible	Due By	
	Linda McCue, Nancy Vimla, Karen Brower, Sue Torrey		

<b>Agenda Topic: Community Liaison - Transitioning Moderator Role for Community Coordinator Calls to AVP USA</b>			
Discussion	Monthly AVP CA, now AVP USA, calls focused on sharing successes and challenges of community workshops. Steve took over this role about 1.5 years ago, and now sharing this role with Karen. This call includes people from around USA, and sometimes internationally. Question about whether AVP CA should coordinate this call, or AVP USA, and how to work with them about that.		
Conclusions	Prefer for AVP USA to take over coordination of that call.		
Action Items:	Person Responsible	Due By	

Initiate discussion on transitioning moderator role for monthly calls at the AVP USA National Gathering	Steve Gelb	5/30/16

<b>Agenda Topic: Steering Committee Support for Outreach Coordinators and Workshops</b>		
Discussion	Due to appeal for more facilitators sent out in newsletter, a number of people have signed up to do workshops in different parts of the state. Continue posting opportunities in newsletter (and website).	
Conclusions		
Action Items:	Person Responsible	Due By
	All Steering Committee Members	Ongoing

<b>Agenda Topic: Scholarship Committee Status of Application Review</b>		
Discussion	Steve, Stephen, and Kool Kent are on this committee. Nothing needing doing at the moment, as no requests have come in.	
Conclusions	No action at the moment.	
Action Items:	Person Responsible	Due By
	Steve Gelb, Steve Matchett	

<b>Agenda Topic: Nominating Committee</b>		
Discussion	In process of communication with Ann Boone.	
Conclusions	Further updates will be made at the next meeting.	
Action Items:	Person Responsible	Due By
	Ann Leonard, Linda McCue	

<b>Agenda Topic: 2016 Prison Assessment</b>		
Discussion	Tabled from last meeting. It's a large amount of work (phone calls, interviews of staff and inmates, etc), and may not be a good time to pursue this project. Question posed about how often this assessment should be made (it's been three years since last assessment).	
Conclusions	This will be added to agenda items for the retreat.	
Action Items:	Person Responsible	Due By
	Ann Leonard	

<b>Agenda Topic: CLARG - Committee of Local and Regional Groups</b>			
Discussion	Report of every AVP program in the US. CA is the largest AVP group of all states. Report sent to all. 393 workshops in 2015, inside facilitators up 18%, and outside facilitators up 23% (198). Great news!		
Conclusions			
Action Items:		Person Responsible	Due By

<b>Agenda Topic: QEWR Report</b>			
Discussion	Discussion about updating QEWR database can be tabled for the retreat.		
Conclusions			
Action Items:		Person Responsible	Due By
		Ann Leonard	

<b>Agenda Topic: AVP History</b>			
Discussion	Alice Waco has agreed to work on an AVP History. Steve has materials he will send.		
Conclusions			
Action Items:		Person Responsible	Due By
		Alice Waco	

<b>Next Meeting</b>			
May 19 -> June 2, 2016			
Clerk:	Karen Brower		
Notes:	Stacy Hughes		
Closing:			