



Commission on Improving the Status of Children in Indiana Committee/Task Force Minutes

Committee/Task Force:	Communication		
Date of Meeting: (MM/DD/YYYY)	03/08/18	Time:	9:00 am
Minutes Prepared By:	Kathryn Dolan	Location:	IGCS, Room 205E

5. New Business/Presentations

Topic	Main Points	Recommendations/Decisions
Finalize Communication Plan	J Whitman made presentation to full commission. At meeting CJ Rush recommended Comm group consideration top 5 points the Commission would want to promote.	Sign-up for each other's press releases through Gov Delivery and social media channels and include Whitman so she is informed.
Review IYI Kids Count event	C Smith attended and reports event was well attended also noted J Whitman's remarks were positive.	
Committee membership including legislative communications	W Wingfield in attendance as guests to promote new Youth Division at ICJI. Perhaps a connection needs to be made w/ Children's Commission. Communication notes there is no Law Enforcement representative on the Commission. J Whitman informed Commission.	Committee recommends inviting PIOs from government agencies to join Communication meetings to ensure widespread communication of Commission needs. Notes advocacy groups would not be appropriate additions.
Keeping communication members engagement at full Commission meetings	April 18 is next meeting	Recommend that Communication members attend Commission meetings.
Consider upcoming newsworthy items	Annual Report. It will be 5 th annual report. By statute needs to go to Legislative Council, Courts and Governor. J Whitman will put report together. May 1 information due to Whitman. June 20 is when full Commission would meet to consider report.	Recommend inclusion of stats and info graphics and perhaps pictures. Intro letter from Whitman to be included. Recommend more wholesale changes to report for the following year. Use PEN products and DOC help for design and printing.
Review media list	J Whitman reports 81 outlets on the media list. J Whitman reports it is working for Whitman to have contact w reporters for upcoming meetings	Committee recommends keeping media list on the regular comm agenda.

Submitted by:

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6. Action Items (Include recommendations/queries for Executive Committee)			
Action	Responsibility	Due Date	
Set next communication meeting for April or May	Dolan	Completed at meeting	
Add Communication members and J Whitman to each agency press release lists and social media sites	All members		
Invite new members	Whitman/Dolan		
Bring ideas to Whitman on Annual Report	All		
7. Adjournment			
Action	Time		
	10:15 am		
8. Next Meeting			
Date: (MM/DD/YYYY)	May 10 and every other second Thurs following.	Time:	9 am
		Location:	
Topics/Objective(s):			

Submitted by:

Date: []