



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

Committee/Task Force:	Communication		
Date of Meeting: (MM/DD/YYYY)	05/10/18	Time:	9:00 am
Minutes Prepared By:	Kathryn Dolan	Location:	IGCS, 5 th Floor West, ATG hosting

1. Meeting Objective(s)

Expand Communication membership
Work on Annual Report
Consider promotion of upcoming newsworthy items

2. Standing Members

Name	Organization	In Attendance (X indicates present)
Kathryn Dolan, chair	Indiana Supreme Court	X
Jeremey Brilliant	Indiana Attorney General's Office	X
Kristin Casper	Indiana Public Defender Council	X
Jim Gavin	Indiana Family and Social Services Administration	X
Gabby McLemore	Communications Director Senate Democrats	X
Erin Murphy	DCS Communication Director	X
Jennifer O'Malley	Indiana State Department of Health	
Isaac Randolph	Indiana Department of Correction	X
Connie Smith	Indiana Prosecuting Attorneys Council	
Holly Stachler	DOE Director of Communications	X
Will Wingfield	Indiana Criminal Justice Institute	X

3. Staff/Guests

Name	Organization
Julie Whitman	Director



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4. Updates/Old Business			
Topic	Main Points	Recommendations/Decisions	
Approval of minutes from previous meeting	Need formal approval of minutes from 3-8-18	Yes	
5. New Business/Presentations			
Topic	Main Points	Recommendations/Decisions	
Expanding Committee membership	Committee recommends inviting PIOs from government agencies to join Communication meetings. Report on status.	Committee agreement wider representation is positive. Note: no republican caucus communication representative present- otherwise coverage is extremely improved.	
Annual Report	Status of development and key dates	<p>Send member pics, key data and encourage submission of report to J Whitman.</p> <p>No press conference w annual report release. Rather, be poised to release and report at meeting. Have 5 tweets ready with 5 take-aways from report. Each day, new tweet from an agency and retweeted by the other comm member agencies.</p>	
Keeping communication member engagement at meetings	Any reports from April meeting? June 20 is next meeting	<p>Recommend that Communication members attend Commission meetings</p> <p>Report, some media attended including WFYI who reported on teen suicide.</p> <p>Current practice, meeting recorded and posted to You-Tube with auto-generated captions. FSSA currently recording.</p> <p>J. Whitman wants to pursue live webcasting meetings, but has no budget. Audio problems at previous meeting discussed. Group notes there is a difference between webcast soundsystem for recording meetings and house sound system.</p> <p>Comm group URGES Commission members must use microphones and even suggests training of Chair and members to stop speaker if mic not being used.</p>	

Submitted by:

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Top 5 Promotions	CJ Rush recommends Comm group considers top 5 points the Commission should promote	Top agenda next meeting for Comm group. Recommend using the 5 key points for the 5 tweets in conjunction w annual report. Group notes CISC app is nearing 50-thousand interactions. Possible promotion considered.			
Consider upcoming newsworthy items	Possibilities include Annual Report, CISC app, etc.	Promotion w app- most concrete accomplishment			
Media list	Review media list and any press contacts	About 80 media on list			
6. Action Items (Include recommendations/queries for Executive Committee)					
Action		Responsibility		Due Date	
Set next communication meeting locations		DOE hosts in July, ICJI in Sept.		Completed at meeting	
Invite new members		Whitman/Dolan		Continuing to seek inclusion	
Bring ideas to Whitman on Annual Report		All		ASAP	
7. Adjournment					
Action				Time	
				9:50 am	
8. Next Meeting					
Date: (MM/DD/YYYY)	July 12 and every other second Thurs following.	Time:	9 am	Location:	DOE, State House room 225
Topics/Objective(s):					

Submitted by:

Date: []