





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

<b>Committee/Task Force:</b>	Communication		
<b>Date of Meeting:</b> (07/12/2018)	07/12/18	<b>Time:</b>	9:00 am
<b>Minutes Prepared By:</b>	Kathryn Dolan	<b>Location:</b>	DOE, State House room 225
<b>4. Updates/Old Business</b>			
<b>Topic</b>	<b>Main Points</b>	<b>Recommendations/Decisions</b>	
<b>Approval of minutes from previous meeting</b>	Need formal approval of minutes from 05-10-18	Yes	
<b>5. New Business/Presentations</b>			
<b>Topic</b>	<b>Main Points</b>	<b>Recommendations/Decisions</b>	
Annual Report <ul style="list-style-type: none"> <li>• Content</li> <li>• Press Release</li> <li>• Promotions</li> </ul>	Whitman completed draft, all members of Executive Committee and full Commission have received report. Minor suggestions to intro and letter.	<p>Circulating to Com Committee for edits: finalized version with reworked letter, designed version, press release, 5 tweets</p> <p>Take pictures at various committee meetings – take turns scheduling in-house photographers for professional photos</p> <p>Capt. Bursten has offered Julie to be on the ISP Radio/TV show as an upcoming guest. Aug 24 is tentative date for this.</p>	
Maintain Committee membership	Thank you for participation	Having broad participation is important	
Keep communication membership engagement at meetings	August 15 is next meeting. Consider any upcoming newsworthy items other than annual report	Agenda is still in draft mode	
Communication among members	Discussion w J Whitman who requests some ideas	<p>Julie wants to raise awareness that the Commission exists to the General Assembly</p> <p>Make sure annual report goes to all lawmakers</p> <p>Create one pager that executive committee legislators can distribute to their lawmakers</p> <p>Gabby says she can get date for Julie to speak to her caucus, recommends Julie speaks at all caucuses</p> <p>Ask executive committee how Julie should interact with LSA</p> <p>Contact Policy Directors for each of the caucuses, letting them know CISC is a resource</p>	

Submitted by:

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Consider App promotion at 50K interaction mark	"Information Sharing Guide" app has 44,000 interactions now, estimate 50 K at Sept/Oct		Internal communication discussion  Possibility of tech team creating an in-app survey to create "stories" of users		
Review media list	Media list at about 80		Send to our own group to compare with their lists to keep our list updated and correct		
<b>6. Action Items (Include recommendations/queries for Executive Committee)</b>					
<b>Action</b>		<b>Responsibility</b>		<b>Due Date</b>	
Set Nov 8 communication meeting location		Dolan		Completed at meeting	
<b>7. Adjournment</b>					
<b>Action</b>				<b>Time</b>	
<b>8. Next Meeting</b>					
<b>Date:</b> (MM/DD/YYYY)	September 13 and every other second Thurs following.	<b>Time:</b>	9 am	<b>Location:</b>	ICJI, PNC Center 101 W Washington, East Tower, 11 Floor
<b>Topics/Objective(s):</b>					

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