



Research & Evaluation Committee Meeting Minutes

Name of Committee	Research & Evaluation
Committee Chairs	Jackie Hutchinson Ted Rice
Date	Tuesday, January 12, 2016
Time	9:00:00 AM
Location	4236 Lindell Blvd, 3rd floor
Names of Meeting Attendees	Lisa Potts, PCAC Jackie Hutchinson, PCAC Debbie Irwin, United Way Mykael Ornbaun, Kingdom House Emily Stuart, Kingdom House Jeanne Marra, Federal Reserve Bank
Meeting Summary	<p>Committee reviewed Quarter 4 Strategic Plan objectives:</p> <ol style="list-style-type: none">1. Survey STRUT sub-committee chairs to determine their needs to improve committee performance.2. Conduct an internal communications survey of STRUT partners to ascertain the effectiveness of meetings and other communications platforms. <p>PROGRESS MADE: <i>Most of the Committee Chair positions have been filled and a Committee Reporting Form has been created to capture meeting minutes.</i></p>
Decision Reached	Committee decided to send out a survey later in the year after members had an opportunity to see previously suggested changes that had been implemented. For example - committee reporting forms have been created and newsletters going will go out monthly.
Follow-Up Assignments/Activities	Lisa Potts will meet with all co-chairs the month of January to discuss priorities and budget requests for 2016 and determine needs of chairs/committees.
Next Meeting Date	Tuesday, February 9, 2016
Time	9:00:00 AM