

<p>Workgroup Name: Professional Organizations Communications Workgroup</p> <p>Workgroup members: Robert Niezgoda, Audrey Gough, Larry Jones, Nancy Beyer, Michelle Morris</p> <p>Attendees: Casey Parnell (organizer), Jaci McReynolds (facilitator), Nancy Beyer, Michelle Morris, Audrey Gough, Sandra Boeckman (staff)</p>	<p>Meeting Summary 2/15/2019, 9:00 a.m. – 9:30 a.m.</p>
<p>Agenda Items:</p> <ol style="list-style-type: none"> <li>1. Membership</li> <li>2. Review draft charter</li> <li>3. Work for the next year</li> <li>4. Teamwork training</li> </ol>	
<p>Discussion:</p> <ol style="list-style-type: none"> <li>1. There was discussion about each committee member representing one of the professional organizations: Robert – MPHA Larry – MoCPHE Nancy – MEHA Michelle – MICH Audrey – MoALPHA There needs to be a representative from MoCPHN and DHSS appointed.</li> <li>2. There was discussion about putting the “draft” Charter on Teamwork for the committee to review since there were so few committee members on the call</li> <li>3. Jaci explained how Teamwork (There will be a training session at the PO Meeting on February 28).</li> <li>4. A Doodle poll will be sent to committee members to try to find a time and date for future meetings.</li> <li>5. The chair of the committee will be listed on the #HealthierMO website.</li> </ol>	<p>Actions:</p> <ol style="list-style-type: none"> <li>1. Michelle will contact Martha Smith at DHSS to inquire about a representative from DHSS</li> <li>2. Casey will contact Trina Teacutter about a representative from the MoCPHN</li> <li>3. Casey will add the “draft” charter on Teamwork as a new notebook.</li> <li>4. Michelle was invited to the Professional Organizations meeting to sit in on the training for Teamwork</li> </ol>
<p>Next steps:</p> <ol style="list-style-type: none"> <li>1. Casey and Michelle will develop the agenda for the next meeting.</li> <li>2. Casey will send a Doodle Poll to the group to help identify a regular bi-monthly meeting date and time.</li> </ol>	