



## STEERING COMMITTEE MEETING MINUTES

October 17, 2022, at 3:00 PM

Virtual Meeting

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### Call to Order

Chair Twombly called the meeting to order at 3:00 pm.

### Roll Call

#### Present

Cheryl Twombly  
Marsha Kiner  
Kristy Goldwire  
Ken Cornell  
Lee Pinkoson  
Barzella Papa  
Candice King  
Christi Arrington

#### Absent

Patricia Snyder  
Elizabeth Cayson  
Christopher Stokes

#### Trust staff present

Bonnie Wagner  
Mia Jones  
Demetrica Tyson

### Discussion Items

#### 1. Committee Communication

Member Kristy Goldwire reminded the committee that this virtual meeting would not contain any action items. The format is like a workshop there will be no items to vote on. Member Goldwire discussed the overall rules regarding committee communication reminding members that they should not discuss the business of the committee outside of a meeting with another member.

## 2. Strategic Planning Consultant Update

Member Kristy Goldwire informed the committee that Cathryn Raymond will no longer be the strategic planning consultant for the group. CTAC staff has identified a new consultant Nikki Martin-Bynum with Seek Higher Ground, and she has been selected to fill the role. Nikki has experience working with CSC's, coaching, and facilitating meetings. Member Marsha Kiner agreed that Nikki comes highly recommended. Committee Chair Twombly spoke highly of Cathryn and the work product that is currently in place that she is leaving behind. Chair Twombly told the group that Catherine is available for questions and asked Member Goldwire when the new consultant is scheduled to start. Member Goldwire advised that the contract would begin November 1<sup>st</sup> pending board approval.

## 3. Listening Project Plan Activities & Timeline

Dr. Prieto the consultant leading the project introduced herself and the primary people helping her with the work on her team. Dr. Prieto provided a visual to show the work that has been completed since the project plan began. The listening project input plan was discussed. Dr. Prieto gave a general update to the group on how the project is going. To date, 8 key informants, 9 trust staff interviews, and 30 providers surveys have been received. The partner survey will launch later today 10/17/22.

Member Candice King asked to whom she should send questions. She also asked about revisions to the flyer that were discussed in the CTAC board meeting. CTAC staff member Bonnie Wagner explained that the changes were not made because the flyer was already distributed. Wagner discussed the items that the group would see in the future.

## 4. Strategic Planning Activities & Timeline

Bonnie Wagner reviewed with the group the Strategic Planning activities and timeline that were developed by Catherine Raymond. Wagner went over the upcoming events and schedule that the steering committee previously agreed on. The strategic planning consultant will lead the discussion and meetings outlined unless they would like to make changes to the schedule.

### Open discussion

Chair Twombly asked the group how they would like to receive updates in the future. Bonnie Wagner reminded the group that their feedback is very important and the more involved the committee is the better the project will be. Member King asked for the updates in an email. Member Papa agreed that email communication would be good. Member Goldwire reminded the committee to be mindful of replying and adding people to the email communications.

CTAC Staff member Bonnie Wagner advised the group that she would send an email to the steering committee after the meeting was over to show them the information that would be posted on the webpage. Wagner informed the group that she along with others on the CTAC team have developed a communications plan that will be sent to the community in various ways.

**General Public Comments** -None

**Adjournment** -Meeting adjourned at 3:36pm

**Virtual Meeting Information**

5. Meeting ID: 270 622 314 369  
Passcode: 5fvcbZ

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