

## Structure & Purpose Workgroup Meeting 1/8/2018 MEETING DEBRIEF

**Attendance:** Dan Fitzgerald (TFRI), Cori Christie (ACS CAN), Robert Dulski (ACS CAN), Shannon Spurlock (JSI/RIPRC), and Patricia Nolan (Brown/TFRI)

### Overview of Network Meeting:

- Discussed comments made regarding inclusivity of the steering committee
- The initial creation of the steering committee structure was based on strengths and weaknesses of similar organizations around the country
- During the creation of this steering committee it was decided by this workgroup that it would be made up of:
  - Co-chairs (one state-level and one local-level) would represent each workgroup
  - Two youth advisory Board members
  - One representative from BHDDH
  - One representative from DOH
  - TFRI Chairperson
  - TFRI Network Coordinator
- The decision to limit the amount of people on the steering committee was to ensure that the work, representative of the network partners, stayed at the workgroup level. The purpose of the steering committee is to ensure all workgroups are moving TFRI in the same direction and to maintain proper communication between all workgroups.
- Members in attendance also discussed the idea of staying open minded to changes in the future
- It was decided that at least 2 meetings (6 months) was dedicated toward trying out the structure created by this workgroup and endorsed by the entire network in November.

### Discussion around purpose of workgroup moving forward:

- Mapping of resources – similar to the process that the cessation workgroup is completing
- Communication strategies | Sustainability | Education and trainings | Advocating for data collection (ex: YRBS and RISS)

### Discussion about structure of workgroup:

- Ideas for structure moving forward:
  - Members would like to try out conference calls meetings, where all members where on the phone not just those unable to join in person.
  - Look into document sharing platform that works for all

### Intended Next Steps:

- Send out Doodle Poll for Next Meeting (April)
- Solidify and clarify the purpose of the workgroup
- Ensure name matches the intended purpose of workgroup
- Create goals and objectives (Ex: Map out resources and plan trainings to match needs of network partners)