



Greater New Bedford Health & Human Services Coalition

P.O. Box 7567, New Bedford, MA 02742-7567

A network of health and human service providers and community members, dedicated to enhancing the human condition in Greater New Bedford. By providing a forum for action, advocacy, coordination and education, we focus on fostering a community where residents are supported to achieve healthy and fulfilling lives.

Steering Meeting: June 16, 2006, 12:30, Family Planning, Howland Place

Attendees: Jean DeCoffe, Ron O'Connor, Marcia Picard, Lorraine Rosa

Discussion Highlights:

August Retreat:

- **Details** - An August 3rd date at Buttonwood Park for "A Day at the Zoo" was suggested.
- **Purpose** – To plan for next year, and to begin work with the consulting firm on a marketing and website plan
- **Agenda:**
 - 8:30-9:00 – Breakfast & Registration
 - 9:00-9:30 – Welcome, Overview, Why we are meeting (planning the coming year & to give the consulting firm information), Committee accomplishments, Selection of break-out groups, Leadership. Include announcement that refreshments will remain available (No formal break)
 - 9:30-10:30 - Break-out groups by Committee (DV, HA, AY, Marketing/Website)
 - SCHC will structure questions, such as
 - What do you want included on the new GNBHSC website?
 - 10:30-11:00 – Group reports summaries and opportunity for further contribution by those who had interest in more than one break-out group
 - 11:00-12:00 - Moore & Isherwood: What we need, how they can provide it
 - 12:00-1:00 – Networking Lunch, followed by Door prize drawing - \$45 gift certificate for family membership or gift shop. Suggestions for monthly meetings include raffling Coastline cookbooks or Girl Scout cookies.

Budget – No report received. Lorraine has information on staff time and submitted reimbursements, but not the information on reimbursements / requests from committee chairpersons. They will be asked to cc Lorraine with expenses. Regular recording and timely payment are needed.

Appreciation:

- **GNB Women's Center** was sent a thank you letter for hosting the June General Meeting
- **Coastline Elderly Services** has hosted the GNBHSC meetings all year. The Steering Committee voted to send them an end of year thank you with a contribution of \$100.00 for them to use where it is most needed.

Next Steps:

- Book Buttonwood for August 3. *Update: Available Friday, August 4* (Jean)
- Contact Moore & Isherwood about the summer meeting date, what they need from us, creating a contract draft based on RFQ (Lorraine)
- Contact Robin about extending chairmanship beyond this year (Lorraine)
- What do bylaws say about election of officers? (Lorraine)
- Gather budget information from staff reimbursements and time in Excel (Lorraine)
- Make a budget for the year (Committee)
- Contact Katie about structuring questions for break out groups, general facilitation at the retreat, and providing technical assistance to Jocelyn (Ron)
- Contact Jocelyn about chairing the Advocates for Youth Committee, and her role at the summer meeting (Robin)

Next Meetings:

July 21, 2006, 12:30, Family Planning, Howland Place.

August 4, 2006, 8:30-1:00, Buttonwood Park Education Center