

COMMUNICATION COMMITTEE MEETING MINUTES

April 1, 2016 Time: 1100-1300		Place: Jersey City Medical
This meeting was called to order by: Cathy Herrmann		
Attendees:, Scott Cooper, Tirso Ballesteros, Cathy Herrmann, Vilceus-Talty, Pamela Walsh, Omar Aranibar, Joy Espejo, Lindsay Cianciotto, Kim Rosales		
AGENDA	DISCUSSION	DECISION - REFERRAL
PEOPLE		
Membership	<p>Everyone introduced themselves. Charter reviewed , discussed and accepted with the following additions:</p> <ul style="list-style-type: none"> • Growth and communications will be combined • Kim accepted the co-chair position 	<p>Continue to recruit members with IT background, strong writing skills for Magnet components and creative thinkers for dissemination of information.</p>
QUALITY		
Bio-demographics of each facility on website	<p>It was agreed at the last meeting to have each facility submit bio demographics:</p> <ul style="list-style-type: none"> • JCMC already has a template made • Member will see if there organization has a template. 	<p>Member to check the web site and obtain information from their Public Relations Department</p>
SERVICE		
Communication-Web site	<p>Face book page started last year- we need to reach out to the administrator from last year to close the present FB</p> <ul style="list-style-type: none"> • Scott Cooper will be the administrator of that page • We will establish new Face Book page April 15th if we do not hear from the original administrator 	<p>Ongoing</p>
FINANCE		
GROWTH		
Future Goals Communication Committee	<ul style="list-style-type: none"> • A survey was being worked on by the growth committee to assess who was still interested in participating on the growth 	<p>July 22 2016</p>

	committee.	
SAFETY		
Adjournment:		Respectfully submitted:
Next Meeting	TBA	Cathy Herrmann