

**PEG**  
**TELEPHONE CONFERENCE MEETING**  
**February 25, 2010, 6:30-8:30 pm**

**MINUTES**

**Present:** Alma Bell, Julie Bourne, Eileene Chappelle, Bonnie Cord, Tammy Foster, Randy Joiner, Robin Harrison, Barbara Sewell.

**PEG Rules of Operation**

Julie called the meeting to order at 6:35 pm. Bonnie read the PEG Rules of Operation.

**Minutes**

The date at the top of the minutes should read “January 28, 2010” rather than August 27, 2009. Barbara moved that the minutes be approved as corrected; Eileene seconded. **The minutes were approved by consensus.**

**Update on PEG Transportation Assistance**

Because there was only one response to the request for information, **this issue will be tabled until the next PEG meeting**

**Potential PEG Board Members**

Sandra Castillo has submitted her application and passed a background check. She is now waiting to be interviewed. Bonnie and Barbara volunteered to do this.

**Family Enrichment Time**

Tammy presented a report on the plan for Family Enrichment Time, which is attached to these minutes. In February, there was a good turn out of Family Members already engaged in the program, but not of new families. Tammy said that the way that new families are notified is by flyer (mailed to each family, given to the Care Team) and Care Teams reminding families and urging them to go.

Trainings are planned through April. Barbara Sewell will teach Part 1 and 2 of “Introduction to Family Driven Care” in March and April, respectively. She will use the FFCMH Ambassador Training curriculum. After the April meeting, the Family Enrichment Time Training will be reassessed, and changes made if necessary.

**Family Primer Report**

Bonnie gave an update on the status of the Family Primer. The committee continues to work on drafting the primer. They will meet with a Trainer, Nancy Baird, next week to talk about Communications.

### **PEG Strategic Plan**

Tammy presented the draft strategic plan, which incorporated the additions and corrections from the last meeting. During the discussion, changes were agreed to, including:

- Adding a new Goal to develop PEG Bylaws. Delineating Activities for that Goal and carrying them out was assigned to a new PEG committee, the Bylaws Committee. Barbara is the Chair; members are Alma, Julie, Tammy and Bonnie.
- Add a funding goal. This would help with things like refurbished computers for family members that don't have them. Julie will work on delineating the Activities for that Goal.

The corrected draft is attached.

### **PEG Priorities for Sustainability**

Bonnie and Barbara presented the Draft PEG Priorities for Sustainability. The Draft had been emailed to PEG members prior to the meeting. Some time was spent discussing the document and making some changes. The corrected draft is attached. There will be a meeting next Wednesday, March 03, 2010, at 10 am at the YSC to continue working on the document. Whatever comes out of that session will be given to the Sustainability Work Team at its 4 pm meeting, with the caveat that this is still a draft. PEG will continue to refine until the retreat in May.

The meeting was adjourned at 8:40 pm.

Respectfully submitted,  
Bonnie Cord, PEG Scribe

Date: March 5, 2010

