



To become a more trauma-informed and resilient community where:  
 Everyone has what they need to be well.  
 Everyone understands trauma and its impact.  
 Everyone has what they need to support themselves and each other.

## Minutes 1/4/2023

Members Present		
Cradle to Career		
<input type="checkbox"/> Tim Kelly	<input checked="" type="checkbox"/> Kelly McNicol	
Lenawee Essential Needs Council		
<input checked="" type="checkbox"/> Linda Needham	<input type="checkbox"/> De'Angelo Boone	<input checked="" type="checkbox"/> Laura Schultz-Pipis
<input checked="" type="checkbox"/> Vickie Pfeifer		
Lenawee Financial Stability Coalition		
<input type="checkbox"/> Clint Brugger	<input checked="" type="checkbox"/> Ashley Vandebusch	<input checked="" type="checkbox"/> Angie Shepherd
Lenawee Health Network		
<input checked="" type="checkbox"/> Frank Nagle	<input checked="" type="checkbox"/> Sue Lewis	
OneLenawee		
<input checked="" type="checkbox"/> Chris Miller	<input type="checkbox"/> Paula Trentman	
Backbone		
<input checked="" type="checkbox"/> Kathryn Szewczuk	<input checked="" type="checkbox"/> Jackie Bradley	<input checked="" type="checkbox"/> Madeline DeMarco

*The meeting was conducted via Zoom.*

Agenda Item	Minutes
Welcome	
Review the Common Agenda	Our common agenda is to become a more trauma-informed and resilient community where: <ul style="list-style-type: none"> <li>Everyone has what they need to be well.</li> <li>Everyone understands trauma and its impact.</li> <li>Everyone has what they need to support themselves and each other.</li> </ul>
Take Attendance	All work groups were represented and we had more than 9 members present, therefore we do have a quorum for today's meeting.
Decisions (Informal Consensus)	
<u>Proposal:</u> Approve the <ul style="list-style-type: none"> <li>12/7 Minutes</li> <li>1/4 Agenda</li> </ul>	No objections were made, therefore <i>the proposal was approved</i> , as presented.

Agenda Item	Minutes
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<b>Action Planning</b>	
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<p><u>Step 1:</u> Complete an assessment to determine work groups' current states re: being trauma-informed</p>	<p><b><u>What happened since our last meeting?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Jackie</u> will draft and present an assessment tool.</li> </ul> <p><b><u>What did we learn?</u></b></p> <p>Jackie presented both a print- and web-based assessment tool, aka "Temperature Check."</p> <p>Several changes were suggested to the Temperature Check:</p> <ul style="list-style-type: none"> <li>• In questions 2-7, change "champion" to "advocate for"</li> <li>• In questions 2-7, remove the option "This is not relevant to my work group." Add the options "This does not relate to my work group" and "I don't understand the statement and/or how it relates to my work group."</li> <li>• In questions 21-30, change "Change Agent" to "Advocate"</li> </ul> <p><b><u>Proposal (formal consensus):</u></b> Jackie will make the suggested changes to the Temperature Check tool. Work Group Representatives will introduce and set aside time for members to complete the Temperature Check at a Work Group meeting, emphasizing that there is no way to fail the check. Work Group Representatives will send the link to the web-based tool following the meeting at which it was introduced and set a date for completion, as appropriate. All temperature checks will be submitted no later than March 24<sup>th</sup>. Jackie will compile the results and present them at the April 5<sup>th</sup> Core meeting.</p> <p style="text-align: center;"><b>What are the initial positions?</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Agree</th> <th>Reservations</th> <th>Stand Aside</th> <th>Block</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">9</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table> <p><i>The proposal was approved, as presented.</i> Note that not all attending members were present at the time of decision-making.</p> <p><b><u>What needs to happen next? Who will do it?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Jackie</u> will revise the print- and web-based tools as discussed and email them with the meeting materials.</li> <li>• <u>Work group reps</u> will introduce Temperature Checks at a Work Group meeting (all checks due by 3/24)             <ul style="list-style-type: none"> <li>• emphasize there is no way to fail the temperature check</li> <li>• set aside time to complete the temperature check in the meeting</li> <li>• send out a link after the meeting &amp; set a due date, as appropriate</li> </ul> </li> <li>• <u>Jackie</u> will present Temperature Check results at April 5<sup>th</sup> Core Meeting</li> </ul>	Agree	Reservations	Stand Aside	Block	9	0	0	0
Agree	Reservations	Stand Aside	Block						
9	0	0	0						

Agenda Item	Minutes
<b>Ongoing Strategy: Everyone knows what a resilient community looks like and how to achieve it</b>	
Address the Common Agenda in All Work Groups	<p><b><u>What happened since our last meeting?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Everyone</u> will continue to present the Principles of Trauma-Informed Care at their upcoming work group meetings <ul style="list-style-type: none"> <li>○ <u>LENC</u> will provide an update on Hunger Free Lenawee in January <ul style="list-style-type: none"> <li>▪ <u>Jackie &amp; Vickie</u> will meet to discuss further</li> </ul> </li> <li>○ <u>LENC</u> will provide an update on the Transportation Task Force in February</li> <li>○ <u>C2C</u> will provide an update in March</li> </ul> </li> </ul> <p><b><u>What did we learn?</u></b></p> <ul style="list-style-type: none"> <li>• Vickie presented the first principle of Trauma-Informed Care at the January Hunger Free Lenawee meeting. A non-Core member jumped in right away with an example and most of the people in attendance contributed, as well.</li> </ul> <p><b><u>What are the next steps? Who will take them?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Everyone</u> will continue to present the Principles of Trauma-Informed Care at their upcoming work group meetings <ul style="list-style-type: none"> <li>○ <u>LENC</u> will provide an update on the Transportation Task Force in February (re: Principles of Trauma-Informed Care)</li> <li>○ <u>Cradle to Career</u> will provide an update in March (re: Principles of Trauma-Informed Care)</li> </ul> </li> <li>• <u>LENC Representatives</u> will include Linda on emails for any LENC or LENC sub-group meetings</li> </ul>
<b>Ongoing Strategies: Everyone is accountable for achieving the Common Agenda</b>	
Develop a Collaborative Governance Agreement	<p><b><u>What happened since our last meeting?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Collaborative Governance Sub-Committee</u> will meet.</li> <li>• <u>Jackie</u> will report out.</li> </ul> <p><b><u>What did we learn?</u></b></p> <ul style="list-style-type: none"> <li>• The Collaborative Governance Sub-Committee is almost done. Jackie is currently drafting the final documents and hopes to have them ready to present to the committee by the end of January.</li> </ul> <p><b><u>What are the next steps? Who will take them?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Collaborative Governance Sub-Committee</u> will meet to review and recommend the final governance documents</li> <li>• <u>Jackie</u> will present the recommended governance documents</li> </ul>

Agenda Item	Minutes
<b>Emerging Issues</b>	
2023 Meeting Setting	<p><b><u>What would a good meeting setting be like?</u></b></p> <ul style="list-style-type: none"> <li>• a “closed container” – when you come into the space, you’re only part of that space</li> <li>• provide opportunity for connection, safety, vulnerability</li> <li>• allow for members to put their full attention on the meeting and on the individual speaker</li> <li>• accessible</li> <li>• allow time/space for before and after conversations</li> <li>• allow time/space for reflection</li> <li>• be tailored to the content</li> </ul> <p><b><u>What would it take to have that good setting?</u></b></p> <ul style="list-style-type: none"> <li>• alternating in-person and online meetings</li> </ul> <p><b><u>What is the proposal?</u></b>  We will meet in-person once per quarter on the second month of the quarter (February, May, August, November). Other regularly scheduled meetings will be held online</p> <p>No objections were made, therefore <i>the proposal was approved</i>, as presented.</p> <p><b><u>What are the next steps? Who will take them?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Jackie</u> will start coordinating a quarterly in-person meeting</li> </ul>
Riverview Terrace Update	No updates or support needed at this time
Core Website	<p>Don’t forget to add the new Core email address (<a href="mailto:LenaweeCollectiveImpact@gmail.com">LenaweeCollectiveImpact@gmail.com</a>) to your distribution lists. Let Jackie know if you have any suggestions for the website!</p> <p><b><u>What are the next steps? Who will take them?</u></b></p> <ul style="list-style-type: none"> <li>• <u>Jackie</u> will bring the list of work groups that are and are not sending emails to the Core email address to the next meeting.</li> </ul>
<b>Check-Out</b>	
Review Action Steps	<ul style="list-style-type: none"> <li>• <u>Jackie</u> will revise the print and web-based tools as discussed &amp; email them with the meeting materials</li> <li>• <u>Work group reps</u> will introduce Temperature Checks at a Work Group meeting (all checks due by 3/24) <ul style="list-style-type: none"> <li>○ emphasize there is no way to fail the temperature check</li> <li>○ set aside time to complete the temperature check in the meeting</li> <li>○ send out a link after the meeting &amp; set a due date, as appropriate</li> </ul> </li> </ul>

Agenda Item	Minutes
	<ul style="list-style-type: none"> <li>• <u>Jackie</u> will present Temperature Check results at April 5<sup>th</sup> Core Meeting</li> <li>• <u>Everyone</u> will continue to present the Principles of Trauma-Informed Care at their upcoming work group meetings               <ul style="list-style-type: none"> <li>○ <u>LENC</u> will provide an update on the Transportation Task Force in February</li> <li>○ <u>C2C</u> will provide an update in March</li> </ul> </li> <li>• <u>LENC Representatives</u> will include Linda on emails for any LENC or LENC sub-group meetings</li> <li>• <u>Collaborative Governance Sub-Committee</u> will meet to review and recommend final governance documents</li> <li>• <u>Jackie</u> will present recommended governance documents</li> <li>• <u>Jackie</u> will start coordinating a quarterly in-person meeting (if possible - February; otherwise - May)</li> <li>• <u>Jackie</u> will bring list of work groups that are/not sending emails to the Core email address next month</li> </ul>
Set Next Month's Agenda	Nothing added at this time
<b>Next meeting: February 1<sup>st</sup>, 2023 @ 10:00 am</b>	