



Minutes

August 2019 Technology Awareness Committee Meeting

📅 Wed August 7th, 2019

🕒 3:00pm - 4:00pm EDT

📍 Teleconference

👥 In Attendance

Hannah Brock, Michael Daniels, Matt Holloway, Marcial Lembert, Tim McCann, Janean Perry Breen, Jennifer Perry-Breen

I. Objective

- a. **List of Organizations for coordination and collaboration**
- b. **Funding Guide Update**

II. Prepare Prior to Meeting

a. Review Agenda

1. **Please provide the Committee Liason any modifications 24 hours before the meeting.**
2. **Attachments:**

b. Review Minutes to Previous Meeting

1. **Please provide the Committee Liason any modifications 24 hours before the meeting.**
2. **Attachments: Minutes to Previous Meeting**

c. Review Task Report

1. **Please provide the Committee Liason any modifications 24 hours before the meeting.**
2. **Attachments: Task Report**

d. Please review the following documents.

- 1. List of Organizations for Public Awareness Collaboration**

Please review Google Doc and add organizations to the list.

- 2. Funding Guide Updates**

III. Meeting Begins

IV. Opening

- a. Call to Order**

The meeting was called to order at 3:03 PM.

- b. Roll Call**

Ms. Hannah Brock conducted the roll call.

- c. Establishment of Quorum**

The roll-call established a quorum of Committee Member in attendance.

- d. Verbal Authorization to Begin Recording**

No one presented an objection to the recording of the meeting.

V. Approval of Minutes

- a. Attachments**

- b. Options**

- 1. Approve minutes as is.**
- 2. Approve minutes with amendments.**
- 3. Do not approve minutes**
- 4. Table the decision.**

- c. Staff Recommended Action**

- 1. Approve minutes.**

Decision: A consensus of Members approved the minutes.

VI. Agenda Approval

- a. Request for Modifications**

- 1. The Committee will hear any modifications to the agenda under Agenda Item XII.**

- b. Approval of the Agenda**

- c. Options**

- 1. Approve agenda, as is.**
- 2. Approval of the Agenda, with amendments.**

- 3. **Do not approve the agenda.**
- 4. **Table the decision.**
- d. **Staff Recommended Action**
 - 1. **Approve the agenda.**
 - Decision:** A consensus of Members approved the agenda.
- e. **Public Comment on any Agenda Item**

VII. **Objective #1: List of Organizations for Coordination and Collaboration**

- a. **Category: Old Business**
- b. **Attachments**

- 1. **List of Organizations**

- Task:** Review Organizations on the list and add organizations you would like FFAST to collaborate with. 👤 Marcial Lemberg 09/04/2019
- Task:** Review Organizations on the list and add organizations you would like FFAST to collaborate with. 👤 Jennifer Perry-Breen 09/04/2019
- Task:** Review Organizations on the list and add organizations you would like FFAST to collaborate with. 👤 Isabelle Potts 09/04/2019
- Task:** Review Organizations on the list and add organizations you would like FFAST to collaborate with. 👤 Kathy Powell 09/04/2019
- Task:** Review Organizations on the list and add organizations you would like FFAST to collaborate with. 👤 Mllagros Rios 09/04/2019

- c. **Purpose/Statement**

- 1. **This agenda item focuses on the list of Organizations FFAST can collaborate with for Public Awareness Activities. Committee members will view and add organizations to this list.**
- 2. **Committee will continue the discussion on marketing at locations such as health departments**

- d. **Options**

- 1. **Approve list, as is**
- 2. **Approve list, with amendment**

3. **Do not approve**
 4. **Table the decision**
- e. **Staff Recommended Action**
1. **Approve list**
The list did not have to be approved, the Committee Members will review and add organizations to the list.

VIII. **Objective #2: Funding Guide**

- a. **Category: Old business and Consent Agenda**
- b. **Attachments**
 1. **Current Funding Guide**
- c. **Purpose/Statement**
 1. **This agenda item will update committee members on FAAST Funding Guide Progress.**
Mr. Tim McCann gave updates on the progress of updating the funding guide.
- d. **Options**
 1. **None**
- e. **Staff Recommended Actions**
 1. **None**

Task: Revisit the Funding guide on the October 2019 Technology Awareness Committee Meeting. 👤 Hannah Brock 10/09/2019

IX. **Selection of a Committee Chairperson**

- a. **Category: Old Business**
- b. **Attachments**
- c. **Statement**
 1. **The Technology Awareness Committee needs a chairperson. The Co-Chair selects the committee chairperson, this agenda item is to continue the discussion until one has been recommended.**
- d. **Options**
 1. **Discuss and recommend to the Co-Chair a committee Chairperson.**
 2. **Discuss and hold off on a recommendation**

e. **Recommended Actions**

1. **Discuss and recommend to the Co-Chair a Committee Chairperson.**
Ms. Brock reviewed the responsibilities of a Committee Chairperson, No recommendation. This agenda item will be revisited in the September 2019 Meeting.

X. **Public Awareness Activities**

a. **Category: Standing Item and Consent Agenda**

b. **Attachments**

1. **Curated Social Media Posts**
<https://admin.curator.io/demo/d021b9f2-f885-46fd-99e6-1508d38b3f3d>
2. **Workforce Professional Development Summit**
none

c. **Purpose/Statement**

1. **This agenda item will update committee members on Public Awareness Activities**

d. **Options**

1. **None**

e. **Staff Recommended Actions**

1. **None**

XI. **Coordination and Collaboration Activities**

a. **Category: Standing Item and Consent Agenda**

b. **Statement**

1. **This agenda item is to update Coordination and Collaboration Activities**
2. **FAAST and FTRI are working on a partnership to establish an MOU.**
3. **FAAST is in the process of creating new contracts with ReUse and Demonstration Centers.**

c. **Options**

1. **None**

d. **Recommended Actions**

1. **None**

Task: Review the new RDC contracts at the September 2019 meeting.

 Hannah Brock

09/04/2019

XII. **Agenda Modifications**

No members presented any modifications to the agenda.

XIII. **Closing**

a. **Last Call for Public Comment**

b. **Next Meeting**

1. **September 4, 2019, at 3 PM**

2. **GoToMeeting Information**

<https://global.gotomeeting.com/join/935307517>

3. **Toll-free number and Access Code**

United States (Toll Free): 1 877 309 2073

Access Code: 935-307-517

c. **Adjourn**

The meeting adjourned at 3:59 PM.

Decision: A consensus of members agreed to adjourn the meeting