

# June 2021 Service Delivery Committee Meeting

## Minutes

June 22th, 2021

1:00– 2:00 PM EST



### 1. Opening

Mr. Paul Tobin opened the meeting. No member presented an issue with being recorded. The meeting was called to order at 1:00 PM.

Members Present: Mr. Paul Tobin, Ms. Betsy Burgos, Ms. Lesa Kretschmer, Mr. Enrique Escallon, Ms. Katy Howell

Staff Present: Ms. Whitney Doyle and Ms. Hannah Brock

Members of the Public: Ms. Kristi Warren

### 2. Approval of Agenda

No members of the public commented. No modifications were made to the agenda. No comments were made. The agenda was approved as presented by acclamation without any objection.

### 3. Approval of Minutes

Ms. Burgos made the motion to approve the minutes as presented. Ms. Howell seconded the motion. The May 2021 Service Delivery Committee meeting minutes were approved as presented by acclamation without objection.

### 4. RDC Proposal Progress Update | Whitney Doyle

The proposal went live on Friday. FAAST has received four Letters of Intent.

### 5. Review Strategic Plan 2020 Year 1 | Whitney Doyle

Ms. Doyle explains that she has included the document that was sent out to the full board. The objective that needs attention is integrating the trainings to the website. That is included in the website build and is set to launch on Oct. 1<sup>st</sup>, 2021. This committee is on track for year one.

### 6. Discuss Strategic Plan Year 2 Objective Ideas | Whitney Doyle

Ms. Doyle explains what she put together for year two. Objective 2 dates have been moved back a year. The Committee feels like the ATAC should have more communication with subcontractors. Ms. Doyle reviews the other objectives with the committee. Ms. Howell mentioned she has worked with ARDC and said Ms.

Carolyn Buchanan was very helpful. The Committee would like the RDC Reports to be a standing item on the agenda for next fiscal year.

Mr. Tobin made the motion to accept the strategic plan as presented for year two. Ms. Burgos seconded the motion. The motion carries by acclamation without objection.

#### 7. Action Items

The Committee is on track with the strategic plan.

#### 8. Closing

Next Meeting- July 27, 2021, at 1:00 PM. No public comment was made. The meeting was adjourned at 2:00 PM.