Infrastructure Work Group  
September 18, 2020

Meeting Notes

Members Participating: Dee, Robin, Kathy, Jeanine, Mirlena, Carol, Rema, Alison, Jennifer, Kim, Muff, Karen, Richard, Anne, Catherine, Kyla

Where We Are Now
- Reviewed feedback from constituents
- Updated the SWOT Analysis

Where We Want to Be (5-year vision)
- Kyla shared a document that combines staff and work group ideas and sorts them into themes
- Added feedback from constituents
- Went through the list of themes and ideas and had an opportunity to discuss and ask clarifying questions
- There was a question about whether we’re missing a piece in this vision around what we ultimately want this to look like for the children and families we serve
- Discussed next steps since it will be important to build consensus around components of this vision and prioritize where we want to start with additional research and action
- Group recommended sorting the vision ideas into a quadrant based on high/low impact and high/low cost as a way to begin thinking about where to start. We could potentially move quickly to implement low cost/high impact ideas while we’re researching some of the higher cost/high impact options. The group asked state staff to do an initial draft of the quadrant sort for members and their constituent groups to react to.

Work to be Done Between Meetings
- Kyla will send meeting notes, updated SWOT and updated 5-year vision document to group members
- State Part C staff will develop a draft of the quadrant sort and send to members
- Group members will review themselves and get constituent impact on the updated SWOT, updated 5-year vision document and the quadrant sort – are we missing anything, do you agree with where ideas are placed in the draft quadrant?
- Decided to skip the October meeting in order to allow more time for group members to have meaningful discussions with constituents and get their feedback

Next Meeting: November 20, 10:30 – 12:00