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Meeting Summary  
Public Affairs and Outreach Subcommittee  
May 21, 2018  
1:30 pm – 2:20 pm  
Maryland CASH  
217 E Redwood St, Ste 1500  
Baltimore, MD 21202

Attendance

*Subcommittee members attending:* Sue Rogan (Chair), Dr. Tony Dahbura, Patrick Feehan, Jayfus Doswell

*Subcommittee members not able to attend:* Larry Letow

*Staff attending:* Dr. Greg von Lehmen (UMUC)

Quorum: yes.

Meeting Summary:

1. Welcome (Sue Rogan). Members introduced themselves for the benefit of Patrick Feehan, a new member joining the subcommittee.
2. Discussion of repository (All)
  - a. General feedback about the website:
    - i. The repository has many good resources but needs to include information that is focused on the general consumer. These might be more quick tips, short videos, and in general information that is easier to digest.
    - ii. If design changes are possible, consideration might be given to presenting in a more colorful way resources produced by a search of the site.
  - b. Discussion about adding resources to the site.
    - i. As an update, a new installment of resources is being compiled by CHHS. This will likely be ready for upload sometime during the summer.
    - ii. To facilitate the collection of resources that the subcommittee would like to add, a Google spreadsheet should be created in the necessary format and shared with the members. Responsibility: Dr. von Lehmen.
3. Subcommittee discussion of initiatives for 2018/2019 (All)
  - a. The subcommittee agreed on an outreach event that would be targeted on K12 career counselors or small- and medium-size businesses.
  - b. The subcommittee also agreed to explore staging such an event with another external partner. Responsibility for exploring partners: Dr. von Lehmen
4. Other business. None
5. The meeting was adjourned at 2:20 pm.