**Gulf Coast Community ExCHANGE Steering Committee**

**Meeting Highlights   |   12 July 2016, 12:00 pm**

**Gulf Coast Community Design Studio:**
> David Perkes, Director and Professor of Architecture; Tracy Wyman, Landscape Architect and Healthy Communities Liaison

**Members in Attendance:**
> **Major Jim Adamo**, *Biloxi Police Department* ; **Thania Averett**, *Southern Mississippi Planning & Development District (Area Agency on Aging);* **Patrick Bonck**, *Harrison County Zoning;* **Stephen Deal**, *Mississippi-Alabama Sea Grant;* **Lan Le**, *Boat People SOS;* **Aida Martinez**, *STEPS Coalition;* **David Muns**, *Memorial Hospital at Gulfport;* **Rhonda Rhoades**, *Hancock Resource Center;* **Brad Williams**, *Mississippi State Department of Health;* **Greg Wilson**, *Coastal Family Health Center*

---

**Agenda Items (in bold)**
ACTION items (underscored)

---

1. **Introductions:** Tracy welcomed all in attendance. David Perkes introduced the GCCDS, its background, and the work that led up to our being approached to lead the *Healthy Communities Imitative* for the Gulf Coast.

2. **Discussion on consensus meeting format & schedule:** Consensus meeting format was outlined by Tracy (see meeting handout/appendices) is framed in such a way that the exercises we engage in will become the foundation for our future decision-making. Rotating roles for the meeting format will include the roles of a scribe and timekeeper. Stephen Deal volunteered to take meeting notes for the group.  The meeting schedule and lunch arrangements for future meetings will be decided upon via a Google Doodle Poll (or similar) to be sent out by Tracy. Lunch suggestions to be considered: brown bag, individuals pay upon arrival; don't meet around lunch.

3. **Review Committee Purpose & Roles**: Reviewed group mission statement and the purposes of the steering committee organization which will be discussed and refined next month. This includes our developing a plan for sustainability. As a note, GCCDS license for the web platform expires January 15, 2018. The Steering Committee and Partners can play a valuable role by connecting us with funding opportunities to sustain the Community ExCHANGE long-term.

4. **Community ExCHANGE Website & Visioning**:
   a. **Refresher:** Reviewed Website to refresh everyone's memory of its features/capacity.
      i. Patrick Bonck expressed an interest in the website calendar, and whether it could become a kind of community calendar which would definitely make the website relevant to local citizens. He suggested a once-a-week calendar blast out on social media as a good way of notifying relevant organizations about events taking place in the region. This can be decided upon in future meetings as our priorities and timeline our refined.
      ii. Patrick inquired about 211 data which is integrated with the site. Rhonda Rhoades explained the system as an information hotline and data base— an easy-to-remember number that, where available, connects people with important community services and volunteer opportunities.

It cannot be changed or updated on the site, but we can (theoretically) 'ground truth' the data and create a page of corrections/updates. It is a direct reflection of the data available publicly through [www.211ms.com](http://www.211ms.com), a United Way program. Typically, across the nation, 211 programs are not funded well enough to provide 100% reliability. We can opt to include or exclude this information.

iii. The group was asked <u>to consider what other health data needs to be reflected on the site</u>.

iv. One of the new tools available on the website is point mapping, and <u>the group was asked to consider over the next month what categories their organization would like to see captured in the mapping tool</u>.

v. The site includes over 140 indicators of health; over 100 demographic datasets, and over 2000 promising practices which can be used as case studies. <u>The group should take time in the next weeks to explore the website and consider how the information could be used to promote community resiliency on the Mississippi Gulf Coast</u>.

b. **Upcoming Changes** - many new features will be available in August.

i. <u>A web manual will be created following the new release (Tracy)</u>.

ii. Project tracking for working groups (public or private) will be one of the new features, in addition to side-by-side comparisons of data and much-improved data visualization, and improved search and report creating capabilities.

c. **Committee Input & Visioning Activity:** Three break out groups discussed and presented the following summarizations:

*How might your organization use the site?*

An unbiased data repository; a Library; distribution center; agent for group to use data; facilitator of information and services; research specific (demographics / community); county specific data; grant writing; target/inform specific groups; mapping; community calendar

*Suggestions:*

Divide site into two sections: Community/Citizen Page and more 'nuts and bolts' page for researchers/Community-based organization/Healthcare Page; have basic "FYI" information such as for simple, qualitative data gathering; It was also suggested that 'Gulf Coast' be more prominent in the logo.

*How do we share the site with the public?*

Health Fairs; Calendars; Community Nights Out

The discussion will continue next month, looking at these ideas, the potential we have, and setting up a plan for prioritization.

The meeting dismissed at 1:30pm.

<u>If there are topics you would like to see on next month's Agenda, please forward these to Tracy Wyman at twyman@gccds.msstate.edu.</u>

**Consensus Meeting Format:**

| VALUES | ROTATING ROLES |
|---|---|
| Inclusive | |
| Participatory | Minutes Taker |
| Collaborative | Time Keeper |
| Equal Voice | Scribe |
| Process Oriented | Host (Lunch-a-teer) |
| Relationship Building | Participants |
| Whole Group Thinking | |

## What is Consensus Decision-Making?

**Inclusive& Participatory**

In a consensus process all group members are included and encouraged to participate. Further, the needs of all stakeholders affected by a decision are included in the deliberations.

**Agreement Seeking**

Seeks widespread or full agreement. Groups using consensus commit themselves to the goal of generating as much agreement as possible. Different groups may have different decision rules (standards for how much agreement is necessary to finalize a decision). Regardless of the ultimate decision rule, however, all groups using a consensus process strive for the full agreement of all participants.

**Process Oriented**

Highlights the process of making decisions, not just the result. In a consensus process all participants are respected and their contributions are welcome. The way in which the decision is made is as important in consensus as the resulting decision.

**Collaborative**

All members of the group contribute to a shared proposal and shape it into a decision that meets all the concerns of group members as much as possible.

**Relationship Building**

The effort to gain widespread agreement and include all perspectives is intended to support positive relationships between consensus participants. The resulting shared ownership of decisions and increased group cohesion can make implementation of decisions and future consensus discussions proceed in an atmosphere of trust and cooperation.

**Whole Group Thinking**

Individuals think about the good of the whole group. Participants are encouraged to voice their personal perspectives fully so that the group benefits from hearing all points of view. But consensus participants are also expected to pay attention to the needs of the whole group. Ultimately, in consensus, personal preferences are less important than a broader understanding of how to work together to help the group succeed.

## The goals of the consensus process include:

- **Better Decisions:** Through including the input of all stakeholders the resulting proposals can best address all potential concerns.
- **Better Implementation:** A process that includes and respects all parties, and generates as much agreement as possible sets the stage for greater cooperation in implementing the resulting decisions.
- **Better Group Relationships:** A cooperative, collaborative group atmosphere fosters greater group cohesion and interpersonal connection.

**Purpose of Steering Committee:**

1. Refine the organizational structure of the initiative

2. Develop a framework for working groups or partnership committees

3. Develop a plan to determine key priorities

4. Develop a plan for community outreach / engagement

5. Develop a plan for sustainability

**Role of Steering Committee Members:**

1. Provide professional expertise.
2. Contribute to a collective diversity in perspective.
3. Serve a one or two-year term on a 12- to 15-member Steering Committee.
4. Identify funding opportunities to sustain the Gulf Coast Community Exchange beyond 2017.
5. Commit to serving on at least one partnership committee / working group.
6. Actively communicate progress and information about the Gulf Coast Community Exchange to the partners, community, and interest groups in your County and local communities.
7. Be available to meet monthly during the establishment period, and quarterly thereafter. Regular meeting times and duration will be established by the Founding Steering Committee