

Meeting Minutes September 14, 2007

In Attendance:

Bonnie Ramsey
Ben Wilfond
Brian Saelens
Cate Pihoker
Daniel Zerr
Elizabeth McCauley
Jackie Starr
Janet Englund
Jerry Zimmerman

Joseph Flynn
Julie Park
Margaret Rosenfeld
Pam Joy
Patrick Healey
Kent Opheim (for Joe Rutledge)
Mark Ruffo
Heather Lindemann
Delila Katzka

Introduction:

Bonnie noted that this would be the final strategic planning meeting and asked Heather to outline the agenda for today. Heather reviewed the goals for the meeting and discussed next steps.

The goal for today is to review the feedback received at the public forum and evaluate whether any input would necessitate revising the current plan. After incorporating any changes, a focus group will be invited to provide input on the center name and vision statement. Heather introduced Mark Ruffo, Marketing Manager for Research, who discussed the process and reasoning behind this step. Mark has brought together parents and donors who will be looking at each of the centers' names and vision statements and provide their perspective. If any modifications are recommended by this group, they will be brought back to the committee for review.

After this step, the final documents will go the Center Director Advisory Committee (CDAC) for approval. The plans will then be published and distributed via the web and print materials. It will then be time to focus on the action plans. Bonnie mentioned that she has formed a steering committee to begin to work on the action items.

Heather briefly went over the evaluation results from the forum. Attendees felt that they had ample opportunity to participate in the process and that their insights were valued.

Forum Feedback on Strategic Plan:

The team went over the comments and questions from the forum and discussed them in detail. Most all of the comments were related to implementation of the center concept rather than the strategic plan. No input indicated that the plan should be modified, so the committee agreed to accept it as written.

Center Name:

The team asked if “Research Center” was still required to be at the start of the center name. Discussion ensued about other possibilities and it was mentioned that the center name could be modified to: Center for Pediatric Clinical and Translational Research if this was no longer a requirement.

Additional Discussion:

There was a great deal of discussion related to center membership and the transition process. Items of concern were noted and Bonnie will be working with other Center Directors to further define all aspects of this transition including space planning, funding distribution, administrative hurdles and membership criteria.

Submitted by:

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