



Meeting Topic	Communications Tack Force
Date / Time:	01/03/2019
Location:	Conference call
Conference Call Info:	866-453-5550, Participant Code 9132934#
Recorder:	Laura Zarate, Moderator Code: 3521984#

Bold indicates attendance

NAME	POSITION	EMAIL
Bonnie Subira	CMHS	bsubira@cmhshealth.org
Laura Zarate, Secretary	Seaview IPA	Laura.Zarate@changehealthcare.com
Sue Tatangelo, Chair	CHCH	statangelo@camhealth.com
Eric Kotitschke	Los Robles	ekotitschke@lrhcs.com
Cecile Luna	Liaison Assisted	cluna@assisted1.com
Tim Cooley	Glenwood	TCoolley@EnsignServices.net
Molly Buck	Los Robles	mollyb@losrobleshomework.com
Shelley Chilton	Access TLC	shelley@accesstlc.com

#	Topic	Action Items
1	Meeting frequency; entire committee will meet 1 st Thursday in Jan, April, July, Oct from 3:00 – 4:30 via conference call.	Bonnie will provide her conference number for future calls – done.
2	Chair and Secretary; Sue had already volunteered to be the Chair. Secretary still needed.	Laura agreed to be the Secretary - done
3	2019 Committee Goals; <ul style="list-style-type: none"> Keep blog up-to-date and accurate Continue advocacy activity – SCAN grant up in Dec 2018 Share best practices All Alliance participating entities obtain Dementia Friendly certification 	Blog accuracy - Laura, Sue, and Eric will have a monthly check in call the first Thursday of remaining months to check blog progress and address emerging issues or blog follow up Advocacy – re-apply for SCAN grant in March 2019 if that is an option Best practices – Communication committee will share best practices with Alliance members on an ad hoc basis
4	Quarterly HHAVC meeting	Report to include blog analytics – Eric to provide results to Sue
5	HHAVC Charter – need to have Charter signature page on the blog	Cerri to distribute Charter via e-mail. Chair and Secretary to collect Charter signature page at Quarterly meeting
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NEXT MEETING DATE: Full Committee – Thursday April 4th from 3:00 – 4:30 via conference call

Sue, Laura, and Eric – Thursday February 2nd at 3:00 via conference call