

<p>Workgroup Name: Professional Organizations Collaboration Workgroup</p> <p>Workgroup members: Diane Weber, Martha Smith, Dennis Diehl, Ryan Tilley, Clay Goddard, Kelley Vollmar, Kristi Campbell, and Lisa Sitler</p> <p>Attendees: Diane Weber, Martha Smith, Dennis Diehl, Ryan Tilley, Kristi Campbell, Casey Parnell, Jaci McReynolds, Sandra Boeckman</p>	<p>Meeting Summary Tuesday, 3/26/2019, 1:00 – 2:00 p.m.</p>
<p>Agenda Items:</p> <ol style="list-style-type: none"> <li>1. Review and discuss “Charge”</li> <li>2. List key points for bylaws</li> </ol>	
<p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Discussing the “Charge” of the Committee statement: Develop a roadmap, including a formal framework and processes, that supports the sustainability of the Professional Organizations Group and enables the group to collaborate efficiently and effectively in order to achieve collective impact that strengthens and enhances the public health system in Missouri.</li> <li>2. There was discussion about reviewing all the organizations’ bylaws that are in the file tab on Teamwork in order to develop bylaws. The Collaboration Committee is charged with writing the bylaws for the for the Professional Organizations group.</li> <li>3. Keys in the bylaws will include the composition of the Professional Organization group whether it is one person or two per organization. It should be agreed that this person(s) should be a Board member and an Executive Director when applicable, and have a working knowledge of the group and be authorized to speak on behalf of the group. Make a specific statement</li> </ol>	<p>Actions:</p> <ol style="list-style-type: none"> <li>1. Committee members will send Diane bit and pieces of bylaws that will be pertinent to writing the bylaws for the Professional Organization group.</li> </ol>

about DHSS and who should attend.

4. Also discussed for the bylaws was to define who the current organizations are and possibility adding organizations to this group.
5. Rotating the chair and vice chair positions and experience in the groups was also discussed.

Next steps:

1. Develop a rough draft for the Professional Organization meeting on April 25.
- 2.