



MINUTES

Meeting date time: 2/23/2017 3:00 PM

Meeting location: ECC Room 121

Meeting called by: Co-Chairs Michelle Fischthal,
Richard Weinroth

Attendees: Marne Foster, Jessica Luedtke, Kate Alder,
Richard Weinroth Matthew Rivaldi, Jane Signaigo-Cox,
Michele Madrid Novak

Discussion:

Not Present: Michelle Fischthal, Star Rivera-Lacey,
Markus Berrien, Neill Kovrig,

Proceedings:

Meeting called to order at 3:00 PM

- Approval of Minutes of 1/26/17
 - Minutes reviewed
 - Approval tabled to next meeting, pending Richard's revisions.
- Jessica facilitated discussion on Approval of Guideline for Protecting Data Sensitivity form (GPDS) form
 - Committee suggested an email with the GPDS be sent to participatory governance structures as an informational piece. Committee made a few edits to the GPDS and approved the document and FAQ pending changes.
 - OIE office to post on their website.
 - PIE committee to post on its website.
- Strategic Plan Survey Comment/Discussion/Finalization for Approval (Lead: Jessica)
 - Committee members did an initial review of the survey and asked question. Discussed intent of the PIE committee in creating the survey questions. Two questions requested to be moved to the end of the survey. Jessica will make revisions and send to committee members.
- Strategic Plan Annual Review: Discussion on next steps upon receipt of updates, and any feedback from end users or additional support requests

Next step in strategic planning implementation

Tabled

Meeting adjourned at 4:31 PM

Minutes submitted by: _____

Approved by: _____

signature

on _____
date

APPROVED BY PIE COMMITTEE 3/24/17