



BE HEALTHY. BE SAFE. BE READY.

## **ECHO BOARD OF DIRECTORS MEETING**

**Wednesday, September 1st, 2010 2:30 – 4:30 pm**

ECHO Offices c/o Assoc. of MN Counties building, 125 Charles Avenue, St. Paul 55103

For directions please visit: [www.mncounties.org](http://www.mncounties.org)

### **Business Agenda**

#### **1. Welcome and Approve /Alter today's meeting agenda:**

- Consider approval of minutes from July 7<sup>th</sup>, 2010 BOD Meeting (Retreat notes & Electronic vote)
- Welcome BOD guest members! (Jeannine Mueller Harmon, Assistant Professor, Department of Nursing, St. Catherine University)

#### **2. Treasurer presents for consideration and approval:**

- Financials through July 2010
- Actuals through July 2010
- Budget Projections 2011-2013 for discussion (BOD vote November 3<sup>rd</sup> 2010)

#### **3. Report from the Executive Director**

- Development updates (5 minutes)
  1. Metro PHEC/MDH deliverables due to PHER grant reductions – Impact on ECHO
  2. Sponsorship / Donors & Grants 2010 progress report
  3. 2011 funding projections
- ECHO Growth model update (5 minutes)
  4. AMC ED – 6 finalists hire expected 9-30
  5. CTV channel 15 building proposal update
- Staffing/Activity highlights
  6. Emergency Preps Exercises
  7. Scorecard
  8. Recognitions
  9. Event Update

#### **4. Committee Chair Updates**

- Executive Committee as (Chair Kristen Norman-Major)
  - 2010 Event Adjustment
  - November 16<sup>th</sup> ECHO Stakeholder Summit Breakfast @ Wilder
  - Event flier & program review
- Development Committee (Provided in ED report)
- Communications Committee (No Chair – ED assuming staff oversight)
- Programming Committee (Chair Sandy Lien on leave TFN ED and Troy Dickinson assuming oversight)
- Activation and Emergency Preps Committee (Chair Jill DeBoer – Assuming Chair Valarie Donovan)



## **Critical Conversations Agenda**

- A. Topic #1: What do you think are ECHO's TOP THREE PRIORITIES and how do you think ECHO can accomplish these priorities *in the next 6 months*?**
- B. Topic #2: Does ECHO need to fund ourselves to the "next level" or should we keep our organization "as is"?**
- C. Topic #3: What can I as a board member do to help advance these priorities?**
- **ED Items for discussion:**
- 1. Development:**
    - ✓ Challenge: Revenue goals too steep to meet w/o FTE
    - ✓ ED Recommendation: Outsource operational mgmt PT short-term until FTE operations and current or new building site affordable; Free ED to develop FTE. ED secures funding for new strategic plan and business model (more strategic – less operational than current plan expiring in 2011)
  - 2. Event(s) 2010 & 2011:**
    - ✓ Challenge: We need to fill the room with the "right investors" going forward supporting our mission and development objectives for 2011 and in 2010 we need to fill the room with as many investors, stakeholders, community leaders, etc.
    - ✓ ED Recommendation: 1-2 BOD and ED champion the event to "captain tables", coordinate logistics and fully promote successful "informational event." Same BOD champions work with ED on 2011 event securing two events 1) "development event" and 2) "stakeholder summit" accomplishing development and partnership objectives separately.
  - 3. Emergency Response:**
    - ✓ BOD Challenge: Our emergency response work is key for development and mission. In the event of a health/safety crisis, ECHO can deploy people and resources efficiently with enough capacity to support ongoing crisis. We need more capacity, equipment, training and exposure.
    - ✓ ED Recommendation: Invest more time on EP work supporting government initiatives and promoting that work in the private sector in an effort to build more public/private partnerships that can yield more development and support for ECHO mission/vision.
- 5. Adjourn with reminders:**
- Next Exec. Cmte Meeting 9:00, Monday, October 4th @ ECHO
  - Next and last BOD meeting in 2010 is Wednesday, November 3rd @ ECHO  
(Committees meet at the discretion of Cmte chairs during "off" BOD months)