

USMS Convention—Dearborn, Michigan 2006

Committee Name: Planning	Session #: 1	Report #: 8
Minutes recorded by: Deb Morrin-Nordlund	Date/time of meeting: 9/14/06 2:30pm	

Action Items:

1. Recommend USMS Board of Directors move forward in development of a Local Development and Assistance Program through their newly formed task force, with representation of the Planning Committee.
2. Recommend that all USMS committees undergo the VVMOST process prior to the 2007 convention. A subcommittee of the Planning Committee has been formed to assist committees.

Committee Chair: Jim Wheeler	Vice Chair(s): Lucy Johnson	
Number of committee members present: 6	Absent: 7	Number of other delegates present: 28
Committee members present (list all, including chair and vice chair): Jim Wheeler, Lucy Johnson, Vicki Buccino, Deb Morrin-Nordlund, Joy Stover, Erin Sullivan		

Minutes

The meeting was called to order at 2:34 p.m.

1. Committee members and guests introduced themselves.
2. MSA to adopt revised agenda (motion by Lucy Johnson, second Erin Sullivan)
3. The “Local Development and Assistance Program” discussed – how to assist areas where there are currently no USMS teams/workouts, or small numbers with potential for growth. Framework needed for assistance types, financing and allocation. Will need to have tracking of outcome for financial input. MSA Action Item #1 (Motion Lucy Johnson, Joy Stover second)
4. Discussion of Planning Committee interpretations of USMS mission statement, core objectives and goals – need to look at whether USMS is moving towards these; are they what fits USMS. Core objectives defined well enough for what end results are desired; how do you measure if achieving?
5. Committee work matrix – matrix of committees and projects, scopes of projects and how they may overlap and work together, prevent duplication of efforts. VVMOST review with each committee (Planning would work with or provide model to each committee for this process). MSA Action Item #2 (Motion Lucy Johnson, Erin Sullivan second)
6. Old business – none
7. New business a) Planning attendance needed at marketing (survey) workshop for report back to committee

The meeting was adjourned at 3:48pm.

Tasks for the Upcoming Year

1. Development of Local Development & Assistance Program with USMS task force
2. Assessment of the Core Objectives, Mission Goals & Objectives in regard to the functioning of USMS and its committees
3. VVMOST review with all USMS committees