

Safe Communities America Steering Committee Meeting

MINUTES

November 2, 2009

Hammond City Council Chamber

314 E. Charles St.

Hammond, LA 70401

10:00AM

Meeting Convened: 10:15AM with Participant Sign In

1. Pledge of Allegiance led by Ronnie Schillace
2. Introduction of Meeting Participants
3. Review of S.C.A. Application Process by Claude Maher
 - a. Discussion of Stakeholder Applications received by Claude Maher – review of Stakeholders Applications so far. Discussed the Stakeholder Applications that were incomplete and what specific information is needed on each. Some of The Stakeholder Applications that have been received are incomplete. They need to have the statistical information that is listed on the Sample Application. Claude distributes the Sample App. to the group along with the working Application that has now gone from 16 pages at last meeting to 26 pages. The Target population information is most important – Gender, Age, Special Needs, Race/Ethnicity, Population served, available statistics for each program. Need to follow up on Stakeholders applications that are still outstanding or incomplete.
4. Update of Stakeholders
 - a. Claude handed out the updated list - Review of list of Stakeholders applications still pending and incomplete. Review and update of list. Consolidate all of Southeastern Louisiana Universities' on the list. Add Frances George from Frances' Special Services to Stakeholder list. Add Bridget Bailey from TRACC to list. Various updates to Contacts and follow-up person on list.
5. Update of Action Plan
 - a. Claude passed around SCA program brochure and asked group if we would like to order them – has a thorough explanation of the program/designation – group decided they would like to order them.
 - b. Suggestion from the floor to set a cut-off date for receipt of applications so group can move for with App. process. Ronnie Schillace suggested a cut-off date of November 16th- last day to accept Stakeholder Apps. Group agreed on date.
6. Set Next Meeting Date
 - a. Monday, December 14th, 10:00AM, Hammond City Council Chamber
 - b. Confirmed with City – Date set.
7. Adjourn – Meeting adjourned at 10:50AM