

Committee Meeting

9/30/20

- Present
 - Karen Anderson-Scott
 - Franklyn Baker
 - Chijioke Akamigbo
 - Emily Angel
 - Jay Hutchins
 - Joan Bellistri
 - Joy Fowler
 - Leland Sampson
 - Michael Summers
 - Paul Cucuzzella
 - Roberta Gill
 - Talley Kovacs
 - Tamar Sarnoff
 - Greg Countess
 - Brenda Gruss
- Econ and food security resources
 - Need to distribute
 - Looking for advice on content and looks
 - Should there be task force branding
 - Any ability to have it competently translated into Spanish
 - Have had Jessica Qinquosa translating, outside translation has cost
 - Have plain language review committee who reviews documents like this
 - May be best to cut down on words per slide
 - This is not meant to be an instructional aid during forum
 - This is a document for 101 on unemployment insurance
 - Too much material to condense down to a handout
 - May presently be in the best distribution format
 - Would be difficult to condense down to something that is physically distributable
 - More likely that it is something that lives on the web
 - Conscious that this may miss some target audience - willing to hear suggestions
 - Could turn powerpoint into a small webseries
 - If we do learn that we have a budget this is something that we can pivot to actual distribution

- Committee had previous discussion regarding making the document into a youtube presentation with voice over
 - More outreach to potentially illiterate
- Could place embedded link on Attorney General's website
 - Anyone could record voice over with smartphone
- Will look to have feedback within a week
 - Try to find someone on Econ and Food to get voice over
 - Work to get everything done by 28th
- Consider moving appeals process to back of document
 - May not be needed immediately by everyone
- Upcoming forums
 - Life and health planning is scheduled for 21st
 - Plan to conduct a presentation similar to what other substantive committees have done to this point
 - SANE
 - Have presentation, moderators, presenters, powerpoint
 - May need someone to sit in on Friday meeting
 - May need to reevaluate timing
 - No participants in Spanish session last night
 - Only 20 in standard time
 - Translation
 - Will reach out to MSBA and try to find someone to help with translation
- Questions, comments, suggestions
 - Breakup of subcommittees
 - There are some needs that may not be being hit right now
 - Committees are working on big resource manuals
 - Looking for review of product - not subproducts
 - Need more people to do plain language review
 - May need to split it up
 - Liasons from substantive committees should be working alongside people reviewing documents
 - Will soon be receiving some grants
 - Should provide some budget for smaller scale projects
 - Substantive committees resource work is nearing its completion
 - Subcommittees may meet irregularly
 - Suggest one meeting to discuss with subcommittees to coordinate handoff

- Someone from the committee who did not work on the initial draft should review anything before it even reaches our committee
- Printed materials subcommittee tried to create a map for what should be given and what that will yield
 - Now additionally distinction between print, large resources, and website
 - Our role should be to address consistency
- Need to touch base with substantive committees, either via law clerks or otherwise
 - What is being worked on?
 - What is/will be the ask
- Has asked MSBA to develop a template for community forums
- Reena will forward standardized template for community forums that could be applied to larger resources
- Should send email around to reinforce time frame for publicity of forums
 - Need more time to push out on social media
- Life and health committee resource handbook
 - Will have something soon
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