

**WSB STEERING COMMITTEE
CONFERENCE CALL MINUTES
MAY 18, 1992**

The call opened at 6:00 PM. Present on the call were Becky M. (Chairperson), Garth P. (Vice Chairperson), Stu T., Kim J. and Bob McK. (at 6:15 PM) Present from the WSO were George Hollahan, Joe Gossett, and Hollie Arnold.

Becky presented a brief agenda for the call:

1. Workload for the WSB from the WSC
2. Division of work among WSB Committees
3. Trustee Committee Assignments
4. Non-Trustee Assignments to WSB Committees
5. June Meeting agenda

Kim and Garth then shared their understanding of the workload for the External Affairs Committee this coming year. Becky then shared her understanding of the workload for the next year as assigned by the WSC by adopted or committed motions. Minimal discussion of committee assignments was held but further discussion was deferred until Bob joins the call.

Tentative plans for the June meeting were made. The primary focus of the meeting will be to prioritize work for the trustees for the upcoming year. Kim shared her belief that External Affairs need to take a long range view of public relations by developing a time line, agendas, etc., and that they could take the entire year on this one issue. She would also like to see considerable effort put into the Additional Needs panel this year, focusing on outreach efforts and planning along with ASL video evaluations. She suggested breaking Additional Needs out as a separate panel for discussion by the full board instead of assigning it to a specific committee.

A discussion of how to divide the tasks between the WSB committees ensued. Considerable discussion was held on whether to absorb the Literature Review committee into the other two committees, and use LR for ad hoc assignments, as needed. It was suggested that considerable pre-planning be done no matter what the final decisions are on committees or assignments to provide some leadership and direction for the WSB. It was also suggested that both the Additional Needs and Development Forum assignments be given to one particular group (not necessarily the same group) for the entire year so they are given the attention they need. Stu then shared that he expects to follow the same basic plan by giving individual assignments for initial development which are then reviewed by the committee prior to presentation to the WSB. As a result of the preceding discussions, the following preliminary agendas were developed: