

## Minutes of AVP California Provisional Steering Committee - May 29, 2005

Meeting held in two parts (A/B)

### Part A

Present: Bob Barnes, Steve Birdlebough, Evelyn Cohen, Pat Hardy, Rossi Johnson, Stephen Matchett, Mark Thomas, George Ramos, Vicki Rumbaugh, Alice Waco

Agenda: What To Do Next

Next Meeting

Getting to Know Each Other

Decided next to do was make **list of startup calling plan**. Want to design a system/checklist for contacting each prison. George, Steve Birdlebough, Vicki Rumbaugh to meet develop and report back.

Next meeting will be face to face on June 30. Committee will have a conference call on Wednesday, June 8, at 6:30/7:00. Pat will arrange.

Some introductions were made.

### Part B

Agenda: Introductions

Grants

Checklist report

Who Will Call Whom

Introductions were completed by those present.

**Grants** - Kim Rosa offered to get listing of non-profits/foundations. Mark, Rossi, and Pat will do keyword searches also. George will ask Kim to provide her information. Liz Hamm's name was also mentioned as being able to provide some assistance. Alice pointed out that it is possible to get preliminary/planning grants for start-up as well as funding for research. All on team seem agreed that money is needed for traveling expenses from the get-go.

George, Steve, Vicki reported back on **checklist** discussion. Additional comments made that we need a write-up about recidivism and reduction of write-ups in prison by 60% to be included on checklist discussion. Pat talked about a marketing approach whereby we had to prioritize prisons so as to encourage wardens to want to be supportive immediately. George will write-up a checklist for the committee to approve. Note also made that we need a telephone log that keeps complete record of who talks to whom.

Decision by the group for George, Pat and Vicki to make the **initial contact phone calls** because they previously presented to the wardens and would be more familiar. Division of calls to be made after draft checklist finalized.

Minutes submitted by Vicki Rumbaugh