



## **Minutes of the September 9<sup>th</sup> 2009 PSS Committee Meeting**

**Present:** Diana Jedig (Chair), Adam Morello, Raïmi Osseni, Linda Godin- Sorin, Carol Madsen, Nicole Chaland, Bob Annis, Michelle Cherot

**Regrets:** Flo Frank, Matthew Thompson, Barbara Rufo, Anne Docherty, Mohamed Maie

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### **Follow up Actions are in BOLD**

#### **1. Welcome and Member Update**

Agenda approved

#### **2. Minutes from August 19th - attached**

Carol motioned to accepted. Linda seconded—Motion passed

#### **3. Next steps with Survey**

Adam reviewed the report that Matthew had provided.

- Bianca Mathieu has agreed to and received approval to incorporate PSS Committee survey into membership survey, which will be administered and collected in late November. Advertisement of surveys will be through national communications.
- Matthew hasn't inquired into the possibility of holding a draw. Provided that the Membership survey is the larger piece and of highest priority to the network, we should be sensitive as to how the PSS survey will be advertised, administered, etc. If we go ahead with holding a draw, we should recognize the network's financial situation and should try to keep costs to a minimum, or find way of doing it for free.
- The PSS Committee report has been sent to Erin Brocklebank and is to be posted on the Practitioner and Sector Strengthening section of the website – once problems with the website have been resolved.

#### **4. Website Training**

- Matthew spoke with Erin and she wasn't sure that hosting a webinar was necessary given that traffic to our site is quite strong. Matthew can continue to push for this if everyone thinks that it would help direct traffic to lesser-used pages, or pages that members aren't aware of.
- There was concern expressed that the number of hits isn't that important, but rather, ensuring people can effectively navigate around the website. If people don't know what's on the site, or how to find it, then what's the point in sending them there?

- **Talk to Erin about getting detailed report on website traffic, i.e., which pages are viewed most often, etc. (Matthew)**
- Possible alternatives to webinar: a) regular feature in newsletter. b) brief PowerPoint presentation. c) teleconference in conjunction with PowerPoint presentation. d) hybrid of audio/visual components.
- There was acknowledgment of generational digital divide: Message has to be short and catchy. Possibly consult with Emerging Leaders and *CreateAction* interns to learn more about youth participation.

## **5. Other Business - update from Nicole Chaland**

- Nicole updated PSS Committee on Program for CED Professionals at the Centre for Sustainable Community Development at SFU and that regional partnerships have expanded to Alberta this year. Community Futures are contributing to the cost of videoconferencing. It was suggested that there should be a conversation with Pan West around cross promotion between training materials.
- **Have conversation with Mike Toye and CFs around the potential for linkages (Diana).**
- **Look into possible role for PSS Committee to support Nicole and linkages with other programs (discussion item for next meeting).**
- Diana mentioned that there is interest in getting videoconferencing in Ontario offices and will raise this at the regional meetings with the CF Network.
- There was an expressed need to articulate the financial goals of the program at SFU. With the desire to expand the program there is the need for clarity around what to do if there is a surplus. What are the goals for this as a social enterprise?
- **Compile list of related CED courses offered at other universities and share with PSS Committee (Diana to send report from 2004).**
- **Get information on online courses (who?).**
- Nicole agrees to join the PSS Committee

## **6. Next Meeting**

**Wednesday October 14<sup>th</sup>—12:30 EST**

There has been a change in our teleconference system. Matthew Thompson will supply details prior to next meeting.