

Multimedia Sub-Committee
12/09/04 Conference Call
Minutes

Present on call: David Byro, Tom Coogan, Nancy Larson, Richard Rasmussen, Phyllis Strong, and Audrey Zelanko

#1 Update on formal acceptance from the Planning Committee for our idea for a break out session at the 2005 MS conference.

Our proposal was not accepted as submitted.

#2 Discuss ideas about what we can do for our subcommittee meeting to be held on Mon., 6/13, from 1:30 to 2:30 pm at the 2005 MS Conference.

- We can submit a one page summary sheet of our work this past year. Copies can be tucked in the conference folders. This can also be used for marketing purposes, for example, for seeking experts or peer match participants.
- By the time of the conference, with Audrey's help, we should be able to have our Peer Match/Experts List on-line. We can use our allotted subcommittee meeting time to demonstrate this Peer Match/Experts service.

#3 Discuss our impression of Audrey's mock up for on-line Peer Match/Experts List service.

- We like her outline and layout.
- We need to get copies of the multimedia program models recently submitted to Karen Brown. *Ron Dyer has these models and will forward them to Phyllis. Phyllis will share these with Audrey and the subcommittee as soon as she gets them.*
- Sub-committee members need to think about how we will categorize different models of multimedia programs. *The models submitted to Karen will be one tool to help us with this task.*
- Sub-committee members need to think about what expectations we have for the Peer Match Program. What will we expect of a mentor? What will we expect of a program that wishes to sign up to be mentored?
- Sub-committee members also need to think about what expectations we have for someone to be listed as an expert for a particular topic, rule, or media.
- These expectations will be discussed at our next call; they can be shared within the group via e-mail before the next call.
- Sub-committee members will eventually need to write short paragraphs to flesh out Audrey's outline.
 - What is the Multimedia Peer Center?
 - How can I help?
 - How to Start a Multimedia Program
 - Where to Start, what does multimedia mean, why its important
 - Different models of multimedia
 - How to get support from above
 - How to get funding
 - How to find help inside your agency/state
 - How to find help outside your agency/state
 - Problems and how to fix them

#4 Next call will be set for January. 15 minutes will be added since we tend to need them at the end of our calls.