

Present: Delphine Criscenzo, Zeloszelos Marchandt, Dan Shramek, Roger Warner, Erin Yanke

Facilitator: Group Facilitated

Notetaker: Erin Yanke

Introductions

Public Comment - None

Staff Reports

Derric Crooks

No Report

Zeloszelos Marchandt

- News Room internal communications is now on Slack App
- News Department Bulletin Board is so fresh and so clean- There is room now to post openings, class trainings, opportunities and awards AND pictures of our awesome team doing awesome things in the field.
- Run Sheets can now be accessed by the News Team remotely via Google Drive
- Social and digital content plans
 - Directors and citizen journalists can publish and advance stories in the digital communications world- including on the kboo site as well as be part of the community engagement process.

Canaan Schlesinger

- No Report

Erin Yanke

- Special Programming - International Women's Day
- Archival Material back from Media Preserve
 - We sent out about 30 programs produced by or about People of Color to Media Preserve on the East Coast for digitization, and are getting the digitized audio this week.
- National Content Distribution Plan
 - Erin and Becky met to make a plan about programs that Octavia will edit to promote for national distribution.
 - Have KBOO station membership at PRX (The PUBLIC Radio Exchange) for one year. Unlimited content uploading.
 - Who's Octavia? Octavia Wade is our Youth of Color intern for 6 months
 - Started in late Feb
- 50th Anniversary Plans
 - Have OHS exhibit budget and plan finalized with exhibit designers. We need people to give input to the survey

- Evaluation is different than feedback.

Need to follow up with Jenka on feedback forms that are on the website - we think she has everything that she needs.

- Volunteer Evaluator Form
 - Took to Program Op Team meeting last week for feedback, seems good.
 - Del and Erin made an outline for training evaluators class
 - Plan on teaching it in April

Dan - how are we going to prioritize programs to be evaluated?

Del - first need to set up the back end - using Volgistics

- Will be the volunteer management software
 - Sharing the audio links
 - Sends reminder emails
 - Sets deadline for the evaluations to be complete
- May prioritize one day of the week to try it out

Dan - how are we recruiting for trainers

Erin - will get the class set up, then put in the programmer email and reach out

Zelos - is spreading the word through news volunteers that it's happening, seeing who's showing interest, and will follow up once system is set

FEEDBACK FROM STRATEGIC PLANNING PROCESS

Del - has it in a spreadsheet form, will bring to the next PAC meeting for discussion and evaluation as to what we're going to do about it

- It's 2020, what are you listening to on KBOO?
- What do you want to hear?
- What's missing?

Meeting ended at 6:45pm

Strategic Planning Goals

- IN HOUSE EVALUATION PROCESS
 - Create a job description for a perfect peer evaluator, use this as a training document

- CREATE PROCESS FOR RECEIVING FEEDBACK AND FOLLOWING UP
 - Goal- create process to digest feedback
 - Goal - create process to act on feedback
 - Evaluation is different then feedback.

From Strategic Plan

Goal 3.4 Tactic 1 - by 2018, the programming committee will make a plan for addressing the strategic plan survey input and the call for local programming and listener engagement

From October - Erin will check with Jenka on helping set up a form on the website and at staff meeting ask about what questions to add in the form, and legal info to put on the form about using email addresses, etc

Waiting on Jenka for answers for that

Rough timeline subject to change with information!

Recruiting and developing curriculum in Jan and Feb

Training in March April May

Starting in June