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| Agenda & MinutesQuarter 2 MeetingJune 29th, 12:00EDT/9:00PDT**Attendees:**Team Leader: Andrew Clemons, PresidentMatthew Markve, President ElectMarcella Maulfair, TreasurerJoshua Southwick, SecretaryDarlene Groomes, Advisor**RPEN Purpose:** To develop, improve and strengthen program evaluation and quality assurance practices and skills in both public and private rehabilitation organizations and to promote, integrate and elevate the role of Vocational Rehabilitation Program Evaluators in the VR decision making process.**MINUTES:** |
| **Item** | **Board Member** |
| 1. Introductions, agenda overview
 | All, Clemons |
| 1. Board Member Reports
* Treasurer (fiscal reports)
	+ March 2015: Income $206.96; Balance: $1856.19
* Representative (NRA conf. and activities)
* Secretary (membership)
	+ Current Total membership = 31
* President-Elect (NPRM comments)
	+ Matt and some RPEN members prepared comments, primarily focusing on the new indicators
	+ Combined RPEN comments with NRA comments
* President (2015 Summit)
 | MaulfairStemSouthwickMarkveClemons |
| 1. 2015 Summit
* RPEN’s conference goals, role, and presence
	+ Andrew was on the Summit planning call recently
	+ What should RPEN’s role be?
	+ Hosting round tables? Official speakers? Introduce entire board at Summit Conference? Registration includes RPEN registration? RPEN hosted **breakfast/annual RPEN member meeting**? **Flyer** in conference materials. **Un-manned table** in the area near the registration table. Gift card basket or ‘swag’ to give away at the table? Cocktail hour?
	+ Summit Group has become so large, RPEN is the next level (more focused, more in-depth conversations);
	+ RPEN’s involvement in future Summit Conferences – be on planning committee; be involved in conference evaluation
* Identify available funds
* Define RPEN activities
* Follow-up communications and timelines
 | Clemons, All |
| 1. Current and New Business
* Summit Group report items (Jan – May RPEN activities)
	+ Andrew will email all members
* NRA Conference “elevator speech” and conference presence
	+ 1-2 minute elevator speech (13 divisions)
	+ Darlene and Grad Students presentation
		- perceptions of high performance in VR
	+ Josh has submitted a presentation (working alliance and consumer engagement in the VR process)
* RPEN Membership Committee (revisit)
 | Clemons, All |
| 1. RPEN’s Mission and Goals
* Identify current state of RPEN’s presence, membership benefits, and partnerships
* Discuss needed information/evaluation to identify potential growth
* Identify exceptional NRA divisions (e.g. member engagement, web presence)
* Discuss long-term planning and strategic goals
 | Clemons, All |