

Task Force on Administration – July 27, 2016, Providence, RI

Attendees:

Michael Bufalino, Allison Hardt, Chris Hedges, Beth Klemann, Rick, Kreider, Dianne Kresich, Carolyn Morehouse, Brad Overturf, Kevin Pete, Teresa Stephens, Camille Crichton-Sumners, James Watkins, Brian Worrel, Elisha Wright-Kehner,

Your Role in RAC debrief

- Initial comments indicate that the session was well-received.
- Would have been nice to list the topics in the agenda.
- The number of presenters was good; more time for interaction.
- Valuable information for states planning peer exchanges.
- Would have been a nice idea to match up mentors and mentees after the meeting.
- It should be made clear that mentoring is available for more than the one "main" RAC member.
- Most materials refer to the RAC member; should be plural, since up to three members are allowed.

Website Working Group Update - Rick Kreider

- Rick completing his one-year term.
- He thanked Maina for her contributions to the website.
- Several additions to the site over the past year: slider on home page; 3-column form)at (works well on smart phone; new icons for RAC guide, RPPM website, peer exchanges, and RAC surveys; new RAC member guide (shorter with a table of contents; "more" link for additional information; "up arrow" takes you back to table of contents);
- Treasure hunt - 9 responses; awards to Joe Crabtree, Teresa Stephens, and Linda Taylor for perfect scores.
- Survey of treasure hunt participants gave some insights to the ease of use of the website; Maina has already made some changes to address some of the reported challenges.
- Website analytics prepared by Maina.
- Diane Kresich - this site would be very helpful to other stage in the research department, not just the manager.
- New chair - Beth Klemann.
- Need discussion about collecting and posting the presentations from the Providence meeting.
- Allison encouraged all RAC members, especially the newer ones, to participate in the WWG meetings.

Task Force Activities

- Allison briefly reviewed the status, schedule, and anticipated products of 11 current task force activities.
- Region 3 members of the Task Force are responsible for organizing the January RAC meeting agenda. They are encouraged not to feel constrained by previous meeting agendas. They have the flexibility to structure the meeting in whatever format is appropriate for RAC objectives.
- There was a lot of discussion on the Sweet 16 presentations. Some felt that they are a critical part of the agenda; others questioned the need for the session at all. One suggestion was to hold a poster session instead.
- Discussion on "Best practices for state research peer exchanges"; rethink the phrase "best practices"; better to use "successful" or "effective".
- RAC 101 PowerPoint presentation needs to be updated this year. The recorded RAC 101 webinar needs to be reviewed and edited as well.
- Ahead of the Curve - there may be a role for the task force in posting the resources on the SCOR/RAC site.
- Coordination between SCOR/RAC site and RPPM is still an issue; need further discussion on the role and resources appropriate for each.
- One new task force member has been appointed from Region 3: Brian Worrell from Iowa DOT.