In Attendance:
1) Jean Hall (FL) Commissioner, Committee Chair
2) Dawne Gannon (SC) Commissioner
3) Gloria Soja (MT) Designee
4) Michele Holden (DE) Designee
5) Susan Burns (DE) Commissioner
6) Pat Pendergast (AL) Designee
7) Sherry Bolden-Rivers (TN) Commissioner
8) Donna Bonner (TX) Commissioner, Commission Chair, Ex-Officio Member
9) Keith A. Scott, CSG

Absent:
1) Beth Meng (LA) Commissioner
2) Margaret Carpenter (WI) Commissioner
3) Sherry Jones (MD) Commissioner

Roll Call – Keith A. Scott, CSG
- Keith Scott called the roll. Six of nine Committee members were present, ensuring a quorum.
- At this point Chair Hall briefly discussed proxies. She noted that proxies can participate on the call, but they cannot vote.
  - Donna Bonner added that proxies are not permitted to make or second motions.

Approval of Agenda – Jean Hall, Chair
- Dawne Gannon made the motion to approve the agenda and Gloria Soja seconded. The agenda was approved.

Approval of Minutes – Jean Hall, Chair
- Susan Burns motioned to approve the minutes from the 5/7/09 call. Gloria Soja seconded the motion and the minutes were approved. They will be updated accordingly on the Web site.

Sub-Committee Reports
Training – Jean Hall, Chair
- Chair Hall notified the Committee that the Executive Committee approved banner number one during their last call.
- The Sub-Committee is also in the process of developing a newsletter.
  - Chair Hall hopes to be able to present a draft newsletter to the full Committee during the next call.
Training – Internal – Gloria Soja,

- Gloria Soja notified the Committee that the training presentation is nearly complete. The only things that need to be added at this time are graphics and artwork.

Education – External – Dawne Gannon

- Dawne Gannon informed the Committee that the “field staff” power point is nearly finished as well.
  - It was developed using a combination of the old AJCA slides and the new presentation developed by Michele Holden.
  - Susan Burns noted that the presentation may need to be updated once the new rules are finalized.
  - Dawne also added that states can tailor the presentation to fit their specific training needs.
    - Donna Bonner agreed with this and also suggested leaving a blank slide at the end for state contact and statute information.
  - Chair Hall suggested that the Education Sub-Committee review the slides once more and present a finished version to the entire Committee on the next call.

- Dawne Gannon next discussed the training brochure that Chair Hall provided to the Sub-Committee.
  - Dawne thought this would be a nice resource to take to meetings. It provides a quick overview of the Commission’s work.
    - Dawne informed the Committee that the draft brochure has a section for state specific material that can be edited accordingly.
  - Chair Hall suggested inserting the Commission’s Web site and also uploading the ICJ forms onto the Commission’s Web site. The brochure could then be updated accordingly.
  - Donna Bonner also thought this would be good information for State Council members, judges, and prosecutors.

Public Relations – Jean Hall, Chair

- Chair Hall noted that neither Sherry Jones nor Beth Meng were on the call. The Sub-Committee report was tabled until the next meeting.

Old Business – Jean Hall, Chair

- Chair Hall requested that the Sub-Committees send budget proposals to her. This information will be passed along to the Finance Committee so they can begin addressing the financial needs to the various Committees.

New Business – Jean Hall, Chair

- Chair Hall notified the Committee that Nebraska and Hawaii are expected to join soon.
  - Keith A. Scott added that Nebraska has joined.
- Chair Hall is going to send a sample work plan to each Sub-Committee. This will allow each Sub-Committee to establish target dates and goals.
Chair Hall asked that this be submitted to her by June 25. She will then compile the information into one document and submit it to the full Committee in advance of the next Training, Education, and PR Committee call.

- Chair Hall informed the Committee that the next call is scheduled for 7/2/09.
- Hearing no other old or new business, Chair Hall adjourned the call.