



Department of Family Development  
Vice Chairs  
Via Teleconference  
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**January 13, 2009**  
**1:00 p.m. – 2:30 p.m.**

**Draft of Minutes**

1. Call to Order – Karen Dickrell, Chair  
All members were present (Dickrell, Schaaf, Zierl, Baker, Metzenbauer, and Bruce).
2. Welcome/Introductions
3. Certification of Wisconsin Open Meetings Laws  
This has been complied with and Detra posted.
4. Review and Approval of minutes from October 28, 2008  
Motion by Baker, second by Schaaf, to approve October 28, 2008 minutes.  
Motion passed. Minutes will be sent to Donna Doll-Yogerst to be posted.
5. Additions to Agenda (discussion items only)  
None.
6. Correspondence  
One item received from Teri Zuege-Halvorsen. See agenda item 7.
7. Professional Development Chart (WEAFCS)  
Discussion on suggested professional development log from WEAFCS. Can be used for recording for promotional consideration, SIPRs, awards, etc. Committee determined appropriate to forward through WEAFCS.
8. Mentoring Handbook Reviewed  
Ad hoc committee reviewed handbook in 2008, however, only 2005 version in on website. Had been waiting for approval of by-law changes which have occurred. No other major changes. Dickrell to check with Doll-Yogerst about posting revised handbook. There is confusion on what documents or versions of documents are listed on what sites. Schaaf to send handbook out again for committee members to review before it goes to next Department meeting.
9. Vice Chair initial contacts with district members  
Possible new FL educator in Central District. No formal word on this yet. In Eastern District, Ozaukee County FL position will be posted after all.
10. Web Page  
Dickrell to review with Doll-Yogerst. Several possible changes as well as conflicting or confusing pages discussed. Each representative to report changes in Mentoring Teams to Doll-Yogerst.
11. Planning Our Future  
Brief discussion on possible meeting options.

12. Next Steps and Responsible Parties

Schaaf – Will send out Mentoring Handbook to committee members to review again.

Will then send out for next Department meeting in March.

Dickrell – Will review Department webpage with Doll-Yogerst.

All – Check for training needs of Department members at respective district meetings.

All – Report changes in respective district mentoring teams to Doll-Yogerst.

15. Next Meeting Date(s)

Friday April 17, 2009 (10:00 – 11:30) – via teleconference

Monday July 13, 2009 (1:00 – 2:30) – via teleconference

16. Any Other Business (for discussion only)

None.

17. Adjournment

Motion by Zierl, second by Baker to adjourn. Motion passed.