WACTC Tech Task Force
STRATEGIC TECHNOLOGY ADVISORY COMMITTEE
Minutes
February 19, 2021
Noon – 2:30 p.m.
WebEx / Zoom

In Attendance: Chad Stiteler, Eva Smith, Grant Rodeheaver, Joe Duggan, Marc Lentini, Marisa Ellis, Sandy Main, Scott Zinn, Stephanie Delaney, Steven Sloniker, Teresa Rich, Ward Naf, Wendy Hall

Not in Attendance: Brian Culver, Kristi Wellington Baker, Mark Jenkins

Meeting Objective:
Discuss strategic goals and strategies. Focus on formalizing Communications, Process and Strategic Planning documentation and governance.

Introductions; Review & Approval of Minutes
● Moved, seconded, carried to approve January 15th meeting minutes
● Introduced Steven Sloniker from Yakima Valley College – representing HRMC

WACTC Tech – STAC Update
● Gave update on progress of the process and workflow
● Grant and Eva will share more at the WACTC meeting on February 25th

ACTION: Scott will send grant the Processes document by Wednesday to include in WACTC Tech presentation.

Sub-Group Break-Out Reports
● Process (Scott Zinn – lead, Brian Culver, Joe Duggan, Marc Lentini, Sandy Main)
  ○ Came up with the components of the Process: Governance, Mission Alignment, Return on Investment (ROI), and Proposal Process

● Communications (Kristi Wellington Baker – co-lead, Marisa Ellis – co-lead, Grant Rodeheaver, Stephanie Delaney, Steven Sloniker, Ward Naf)
  ○ Combined information from Communications and Process sub-groups and came up with a draft one-pager
    ■ Includes goals, guided principles, strategies, authority/decisions
    ■ Reviewing to see if any paragraphs can be combined

● Strategic Planning (Eva Smith – lead, Chad Stiteler, Mark Jenkins, Teresa Rich, Wendy Hall)
  ○ Made terminology changes to give document more shelf life, more basic language

Wrap-up – Actions for next meeting/agenda
March meeting will come back together as one big group
● Will work on duplication and basic language on all documents
ACTION: STAC member representatives need to make sure to give updates and report out to their commission at their regular meetings.

Adjourned – 2:28 pm

Upcoming Meetings
March 19th
April 9th
May 13th
June 10th