***Maryland SEFEL Pyramid Model Monthly Leadership Meeting Minutes***

Date | time Tuesday September 10th , 2019 | 11:30 AM – 1:00 PM |

Location Spring Grove Hospital Center Hill Building First Floor Conference Room; 55 Wade Ave. Catonsville MD 21228 | Call in: 1-877-722-1471 Participant Passcode: 636362

| *Item* |
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| Attendance and Welcome Margo Candelaria, Martha Essenmacher, Mandy Feeny, Ashley Fehringer, Jessica Fry, Janette Guerra, Pamela Hamlin, Tresa Hanna, Kelly Hutter, Lydia Jones Nunn, Sheila Maness, Angie McRae, Dona Mullen, Kym Nuyosu, D’Lisa Worthy, Melisa Romano, Kate Wasserman, Mai Hall* Welcoming of new members (See other documents)
* Mission and Vision Statement of SLT (See other documents)
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| Review and Ratification of Meeting Minutes from August* Minutes Ratified (put into motion by Tresa and seconded by Ashley)
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| Mapping Participating Agencies * See other documents to view a list of participants and their roles
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| Review of BOQ and 2019 Action Plan |
| * August, Ratified Mission and Vision and sent out with invitation to folks to join the team
* Reviewed website where you can access the Vision and Mission statements as well as the meeting minutes.
* Next steps (October): What does it mean to be a member? How often do you have to attend? How do we invite new members? Who can vote at meetings, substitutes ect. –Will hopefully discuss in more detail in October’s meeting
* Next steps (December): Will review the BOQ all over again and discuss what the next year’s plan will include
* **ACTION: Ashley will send out previously filled out BOQ to new members**

SEFEL Pyramid Model Expansion in the State* **ACTION: Do you know anyone who is also doing SEFEL PM activities around the state? We can only report on what we know, and would love to add to our State’s Story, and show the wonderful work going on.**
	+ **ACTION: Does anyone need to be added to the SEFEL OMS to report on activities?**
* **ACTION: Follow-up with Lydia (PG County) on data collection**
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| **Next meeting will be same place, same time, but on the following dates October 8th, November 12th, and December 10th.** **ACTION: Ashley will send meeting invites to SEFEL PM Leadership Team** |