

Community Assessment Team

Meeting Minutes

July 18, 2011

Attending: Jada Pike, Tara Chapman, Anne Chaffin, Elaine Hutcheson, Jim Winchester

Focus Groups:

1. The group's final decision on focus groups is as follows. Jim will act as facilitator and we listed some volunteers to be recorders.
 - HeadStart parents Keshia K.?
 - Tallapoosa Housing Authority Jada P.
 - GED class Betty C.?
 - Higgin's Hospital Employees Steve W.?
 - Sr. Citizen's group Elaine H.
 - Youth (DJJ or Alternative School) Anne C.
 - Industry leaders Tara C.
2. The following folks will take responsibility for scheduling a group.
 - Anne will set up group with alternative school.
 - Steve will be asked to set up hospital group
 - Tara will set up industry leaders group
 - Jim will work with HeadStart, GED classes, and Sr. Citizen's center to set up these three groups.

Community Surveys:

1. The group was asked to suggest locations for surveys and retrieval boxes. Here is a list:
 - Sr. citizen's centers
 - Libraries
 - City Halls
 - Water Authority
 - Walmart
 - Tag office
 - Courthouse
 - Police and Sherriff departments

Key Leader Interviews:

1. Jim showed the group the interview instruments from the last time we did Community Assessment 3 years ago. The group voted to use these instruments again with just minor tweaking.
2. The group was asked to come up with the names of key leaders to assess. They suggested the following and some folks volunteered to call or visit to do the interview:
 - Sherriff Eddie Mixon Jada P.

- Allen Poole, Commission Chair Elaine H.
- Sammy Robinson, Commissioner
- Eric Robinson, Commissioner
- 2 others
- Tracy Lambert, Buchanan Police
- Keith Pesnell, Bremen Police Jada P.
- Scott Worthy, Tallapoosa Police Jada P.
- Buster Biggers, Buchanan Mayor Elaine H.
- Pete Bridges, Tallapoosa Mayor
- Sharon Sewell, Bremen Mayor Anne C.
- Pritchett
- Joyce Guice, HC Health Dept.
- Lynn Pryor, HC DFCS
- Vicki Lambert, HC DJJ
- Brian Walker, HC 911
- David Hicks, Bremen City Schools Jim W.
- Brett Stanton, HC Schools Jim W.
- Tara Chapman, HC Dev. Authority Jim W.
- Jennie English, Chamber of Commerce Tara C.
- Mike Alexander, Higgins Hospital Steve W.?
- Holly Otwell, HC Behavioral Health
- Steve Ward, HPPG Tara C.
- Walter Hatchett, Rotary Club (Bremen) Steve S.?
- Phillip Eidson, Lion's Club (Tallapoosa)
- Gail Cantrell, Bremen Junior Woman's Club
- Johnny Sue Thornton, Buchanan Woman's Club Elaine H.
- Barbara Ridley, Tax Commissioner
- Kathy Yates, Georgia Power
- Dawn Cook, WGTC
- Kyle Williamson, Sync-Global
- Charlie Walker, HC Water Authority

Jim to call/email other members of committee to get volunteers to interview remaining ones.

Key Informant Interviews:

1. Jim asked group to suggest places that we could get key informant (staff and consumers) interviews:
 - Bremen City Schools
 - Haralson County Schools
 - DFCS
 - HC Health Department
 - City police departments

- County sherriff's office
- DJJ

Meeting adjourned. Jim will organize another meeting by email with team members.