

Wyoming Citizen Review Panel Board Meeting
Aug. 10, 2016

Attendance: Les Pozsgi, Chair, Shad Bates, Treasurer, Emily Genoff, Secretary, Erin Swilling, Director.
Excused: JoAnn Numoto, Chair.

1. Review of FY 2017-18 DFS Contract
 - a. Discussion focused on opportunities for trimming expenses, particularly travel, meeting and printing costs, and office space rental
 - i. The previous year's meeting costs were reviewed
 - ii. Potentially reducing costs by cross recruiting for the Citizen Review Panel and the Child Death Review Team was considered
 - iii. The opportunity to meet sometimes using GoToMeeting or a similar web-based format was discussed
 - iv. Erin will find out what savings might be realized by reducing the amount of space rented by the WyCRP
 1. The use of funds from the previous contract year for the payment of June-December 2016 rent has given the Board time to consider options but a plan should be in place for calendar year 2017 in the event there is a need to further reduce expenses
2. Staff will prepare a report showing monthly expense flows for review by the Treasurer
 - a. Treasurer will review expenditures and share with the Board
3. Opportunities for new funding, particularly grants, was briefly discussed
 - a. Emily will work with Erin to identify potential grant opportunities in the near future
4. Emily volunteered to match the 2017-18 contract with the draft WyCRP Strategic Plan to assure the Strategic Plan adequately incorporates the DFS Contract requirements, which supply the WyCRP's funding.

Next meeting: Sept. 15-16 in Cheyenne (location TBD)