



SETRAC Neonatal & Maternal Program Managers Subcommittee

Tuesday, February 20, 2024
Virtual Meeting

Page 1 of 2

TOPIC	DISCUSSION/RECOMMENDATION	ACTION/FOLLOW-UP
Presenters: Kate Drone/Audrey Barnett/Theresa Walters/ Topic: Call to Order and Approval of Minutes	Kate welcomed everyone to the meeting. Attendance will now be tracked by going to www.setrac.org/perinatal . This is where you will also enter your code words. The minutes from the last meeting on December 5, 2023, were approved.	The committee has no further recommendations
Presenter: Kate Drone/Audrey Barnett Topic: New Business ○ 2024 Meeting Schedule ○ Shared Space Review	Kate started the meeting with a thank you to all the members that participated throughout the year. She reviewed and discussed the 2024 meeting schedule. It was decided that meeting would be less frequent. Audrey did a poll done on call between the members, it was voted to move meetings from monthly to bi-monthly. The next meeting will now be April 23 rd . same day (3 rd Tuesday) and time (9-10am). SETRAC will send out a new schedule with the new dates. Melanie wasn't in attendance to review discuss the shared space page. Kate briefly touched on the purpose of the share space. Which is a space for this group to communicate, share any information, ideas, and data. Audrey reviewed what the shared looks like, by sharing her screen. So far some information already in the shared space such as, Best Practices, Disaster Plans, DSHS Reports and Perinatal Designation Resources. There will be more to come on this topic at the next meeting from Melanie.	The committee has no further recommendations.
Presenter: Audrey Barnett Topic: Old Business ○ 2024 Smart Goals	The group reviewed the smart goals. They talked about the goal#3 which is developing a repository for templates to share in this workgroup. Kate wants to make sure there will be a Tab active so conversation could be had in the shared space, through chat. This goal should be met by the set timeline of 04/2024. They talked about goal#2 which is to develop a program leader directory for SETRAC perinatal service. This is also something that would be accomplished with the shared space. members.	The committee has no further recommendations
Topic: Open Discussion	In open discussion, Kate wanted the members to share, what they wanted to accomplish in this group. There were no suggestions, as attendance was low. Kate shared some idea that could be focused on	The committee has no further recommendations



SETRAC Neonatal & Maternal Program Managers Subcommittee

Tuesday, February 20, 2024
Virtual Meeting

Page 2 of 2

TOPIC	DISCUSSION/RECOMMENDATION	ACTION/FOLLOW-UP
	in this group based on the DSHS guidelines. Kate suggested doing a survey about work focus to send out to all. Kate mentioned Alice Gonzales is no longer the maternal co-leader, so there will be an open position to anyone interested in a new maternal co-leader. Sharon stated that she was interested. There will be a nomination sent out and election done at the next meeting.	
Adjourned/Next Meeting	There being no other items for discussion, the meeting was adjourned. Next meeting will be Tuesday, April 23, 2024, at 9:00am-10:00am	Code Words Ground/ Day