

Ramsey County Workforce Investment Board  
**Communications & Marketing Committee Meeting**  
**April 8, 2003**

**Members Present**

Mary Brunkow  
 Jan Curtis  
 Greg Lambert – Chair  
 Scott LeMire  
 Lorrie Louder  
 Jackie Mlynarczyk

**Members Absent**

**Staff/Guest**

Kitty Gogins, WIB CEO  
 Robert Schug, WIB Staff

**Call to Order**

The meeting was called to order at XXX a.m. by Chair Greg Lambert.

8:00	1. Welcome & Introductions - Greg Lambert
8:00	2. Approve Minutes of February 12, and March 12, 2003 Meetings - Greg Lambert.
8:05	3. Annual Report – Greg Lambert and Robert Schug - Review draft and define next steps - Define “to” list
8:45	4. Debrief/learning from New Member Orientation – Jackie Mlynarczyk
8:55	5. Updating Orientation Manual - Customer Section - Other Changes needed?
9:15	6. Web-site Update – Kitty Gogins
9:20	7. Complete Committee Close-out Assignment – Greg Lambert - Summarize parking lot issues - Capture current action items - Outline any incremental results since 2/6/03 - Recommendations to new committees

9:50	8. Other
	9. Adjourn – Greg Lambert