**PANDAS/PANS Advisory Council Education Work Group Meeting**

August 24, 2022 – 5:30 pm

Via Zoom

**Present:** Karen Colwell, PTA; Lisa Grisolia; Michelle Pinto, MSN, RN; Kathleen Maher, MS-PHCNS, RN;

**Meeting Agenda (should match the public meeting notice agenda)**

1. **Review rules and procedures of workgroup**
2. **Discuss Environmental Scan**
3. **Prioritize any last tasks remaining include timeline**
4. **Create content for PowerPoint presentation**
5. **Next meeting time/date – Prior to DPH Presentation**
6. **Adjourn meeting**

**Meeting Minutes**

1. Meeting called to order at 5:37
* Welcome and Roll Call attendance completed.
1. Discussion about Open Meeting Law
* Confirmed open meeting law guidelines are being followed.
* Lisa shared with the group about the changes to zoom meeting links as they will come directly from a DPH email address in the future.
1. The work group discussed the environmental scan thus far and whether there are any other resources that have not been added. The document was reorganized by Kate Maher by “audience” since our last meeting. All group members agree to look at their sections again.
2. The plan for presenting the environmental scan at the next council meeting was discussed. Options for how to organize presentation and how much to include were discussed. Michelle started a slide presentation in Google slides and shared with the group and a rough outline was started for the slides.

5:56 pm – Kate Maher joined the meeting

Kate brought up the question of whether the environmental scan of each group would be reviewed by other council members? Lisa will contact Elaine G to ask about this. Kate also asked if individuals could share the environmental scan with providers not on the council for their professional input. Lisa will contact Elaine G to ask about this.

It was decided that each individual would create a slide for the section they completed of the environmental scan. The goal is to summarize their section. Each work group member will present their slide at the next full council meeting on 9/14/22.

1. It was decided this work group would meet again on 9/6/22 at 5 p.m. to review the slides before the presentation.
2. Vote to Adjourn Meeting
* Motion to adjourn by Karen Colwell; 2nd by Lisa Grisolia
* Meeting adjourned at 6:45 pm

Meeting minutes respectfully submitted by Michelle Pinto, September 1, 2022