**ACT Governance Work Group Meeting Minutes**

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| **Meeting:** | ACT Governance Work Group Meeting | | |
| **Date:** | 7/11/19 | **Location/Dial:** | 877-262-2695,100856# |

**Invitees and Attendance**

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| --- | --- | --- | --- | --- | --- | --- |
| Bob Toto | UTSW | P |  | Justin Starren | Northwestern | P |
| Dipti Ranganathan | Univ. of Chicago | P |  | Jim Cimino | UAB | P |
| Bill Hogan | Florida | P |  | Peter Winkelstein | UB | A |
| Robert Schuff | Oregon | P |  | Sanjay Sethi | UB | A |
| Russ Waitman | KUMC | A |  | Other: | | |
| Sean Mooney | UW | P |  |

P = Present A = Absent

**Meeting Notes**

| Topic | Discussion Points | Notes/Follow-up |
| --- | --- | --- |
| Governance survey | * Review survey results summary from the ACT Governance Survey distributed in the May newsletter | Elaina reviewed the survey results summary. Meeting participants agreed that no changes were necessary to the documentation due to the limited concerns of the network. However, some of the comments did point to opportunities for clarification of the changes when they are communicated out to the network with the final documentation.  Next steps:   * Elaina will draft a summary of the documentation updates on behalf of the work group and email it for review. * This summary will go into the next ACT newsletter along with links to the updated content. The governance documentation will reside on the national ACT website. * Following the newsletter release, Elaina will distribute the documentation across the ACTtecdh listserv to ensure the entire ACT community has access to the updated documents. |
| Next Steps | * Other topics? * Next meeting: 8/15 |  |