

## Communication Committee Meeting Minutes

- ✓ Welcome In

Attendees signed in. There attendee sign in sheet was provided to Linda Johns, Executive Secretary.

- ✓ Minutes from virtual mid-year meeting (April 17)

The Committee Chair provided a recap of the mid-year meeting held on April 17, 2025.

- ✓ Website (New) Demo – Linda Johns, ASPCRO Executive Secretary

Linda spoke about her journey working with a new contractor who is updating the website. This includes choosing topics and information that is relevant in the future. The soft launch is expected within 30 days. The technology does NOT involve a Chatbot at this time given that it requires training.

- ✓ Propose/Discuss committee members' involvement (now and beyond)

Chair and other attendees were agreeable to help beta-test the new website if/when needed. The Chair was asked to contact the attendees by email with a request and estimated time needed.

- ✓ Other business

The potential newsletter was (re) introduced to the attendees. Like at mid-year, these attendees liked the idea of it, so long as it contained industry topics, misuse scenarios and determinations, calendar of upcoming trainings and events, and website helpful hints. The publication was proposed to be published quarterly.

- ✓ Adjourn