

**Outreach Connections: Native Health Information
Steering Committee Minutes
October 11, 2007 10:00 MT**

Action Items:

- Steering Committee members are encouraged to visit the MediaWiki “Sandbox”. This is an area where you can practice adding and editing article content to get a feel for how MediaWiki works. <http://www.mediawiki.org/wiki/Sandbox> .
(Use formatting guide found here for wiki markup language:
<http://www.mediawiki.org/wiki/Help:Formatting>)
- The Steering Committee will meet as a group again next month to preview and tour the online prototype again. If you were unable to join the call on October 11, please try to make it on November 8.
- Scott Horlbeck will look into whether the project template mark-up can be automatically included in all new articles.
- Judy Rieke will share with the group a wiki mark-up cheat sheet.

Content Subcommittee:

- Re-evaluate information to be included in project template.
- Group will inform Scott what is determined.

Design and Publicity Subcommittees and Scott Horlbeck:

- Discuss graphic design of Wiki- color, photo(s), and bar across the top. Report back to group.
- Scott will supply stock photos/images to design and publicity subcommittees.

Decisions made prior to call:

- MediaWiki has been chosen as the free software to use on the project
- URLs to be reserved: www.outreachconnect.info, and www.outreachconnections.info (will redirect to prior)
- Logo (shown below)



Announcements:

- Scott Horlbeck was introduced to the committee. He has been hired as the Analyst/Programmer for this project.
- Mairead Widby is no longer working at the Urban Indian Health Institute in Seattle and will therefore no longer be on the Steering Committee. Janis Teal has been talking with Maile Tualii at Urban Indian Health Institute who will be our contact there.
- Claire Hamasu is going to try to see Diane Cooper while she is in D.C., who is at the NIH Library which serves the Indian Health Service. Claire is going to confirm her status with the Steering Committee.
- Janis Teal will be retiring in June of 2008. She will be working with the Steering Committee to transition her duties before then.

Minutes:

No one had changes to the August 9, 2007 meeting minutes and they were approved.

Prior to the meeting, Claire sent out an e-mail (because she would not be on the call) expressing her concern that we are collecting too much data on the project template and that this could be a barrier for participants. She suggested simplifying the form. Ellen Howard agreed with Claire via e-mail, and the Content Subcommittee agreed they should re-evaluate what information is to be included in the project template, now that a wiki format has been determined.

Scott gave us an online tour of the Outreach Connections: Health Information wiki prototype and walked us through key areas and actions including:

- Background user info
- Article search
- Creating a new article
- Article summary
- Article History
- Copyright warning
- Editing an article
- Article preview
- Wiki mark-up
- Table of contents
- Tutorials/ Sandbox
- User pages
- Project template
- Social Networking
- Navigation

Since much of the group missed the online tour, Janis suggested that we meet as a group again on November 8 (same time, same place) to do another session on the wiki prototype.

Discussion:

- Scott suggested that the wiki require people to log-in to create and make changes. This will develop more social networking.
- Pat stated that new language will be used for the copyright warning- the current language came with the software.
- Sohail applauded the efforts of Scott and stated his excitement for the project.
- Rica questioned whether anyone has looked into trademark/copyright conflicts for "Outreach Connections."
- Scott cannot make it "live" for everyone to review without opening it up to the entire public. Right now it only exists locally and it not online.

Screenshot of wiki prototype:

The screenshot shows a wiki interface for 'Outreach Connections'. At the top left is the logo 'OUTREACH CONNECTIONS Native Health Information'. To the right is a landscape photo. Below the logo is a navigation menu with links like 'Main Page', 'Community portal', etc. The main content area is titled 'Main Page' and contains a welcome message, a paragraph of Lorem Ipsum text, a table of contents, and a section titled 'Aenean Sit Amet' with more Lorem Ipsum text and a small image.

Subcommittee Reports

We did not have time to go over individual reports, however, Complete subcommittee meeting minutes are available at:

<http://hsc.unm.edu/library/nativeservices/2006Conference/outcomes.shtml>

The next Steering Committee meeting will be on November 8, 2007, 10:00am MT.

Submitted by: Molly Moore

Attending

Patricia Bradley
Ulrike Dieterle
Scott Horlbeck
Ellen Howard
Sohail Kahn
Molly Moore
Judy Rieke
Mark Scully
Janis Teal

Not Attending

Susan Barnes
Diane Cooper
Gale Dutcher
Claire Hamasu
Angela Ruffin
Jeanette Ryan