

## Sixth Southwestern Veterans' Home Site Selection Committee Meeting

**Location:** Telephone Conference Call

Call in information will be provided to each site selection committee member so that they can coordinate a public place in their local communities for the call to be heard by others that are interested.

**Date:** February 17, 2010- Wednesday

**Time** 9:00 a.m.-12:00 noon

09:00-09:05 Welcome and introductions of committee, teleconference attendees and public in attendance. Housekeeping: cell phones off or set to vibrate, restrooms, lunch, agenda order and question procedures.

09:05-09:10 Review the mission statement:

***Mission Statement of SWVHSSC:***

***“To determine the site for the South Western Montana Veterans Home which will provide the best sustainable long term medical and mental care for veterans and their dependents in a scenic and compassionate home and community setting.”***

09:10-09:30 State/Contractor overview of the proposals to include statements regarding each proposal meeting or not meeting the minimum criteria set in the RFP.

09:30-09:45 Discussion by State regarding the reasons for the Committee to be required to determine the legal status of the proposals for meeting the RFP criteria. Discussion of the December 21, 2009 public meeting minutes that requested that State employees complete the initial review prior to issuance of the proposals to committee members.

09:45-10:00 Review prior agreement on a draft agenda for the ‘county’ presentations so that adequate time is allocated for public input and committee question and answer periods.

Discussion to cover:

\*Dissemination of the briefing agenda guidelines.

\*Discuss the procedures to administratively add letters of support, etc to the packet by introducing them at the public meeting of the respective site proposals by the counties.

\*Safety discussion with all the driving involved during mostly dark hours, the weather/road conditions that may be encountered and develop a bad weather plan. Car pools.

10:00-10:15

Break

10:15-11:00

Discussion of process for County site presentations. Location sharing and other details so that the committee and communities have adequate time to conduct the public meetings required to present the proposals.

Discuss utilization of criteria scoring sheets for evaluating each proposal.

Discussion as to the possibility of Posting of the five Request for Proposals on state website or establish the process for public viewing.

Discussion of the March 16-18<sup>th</sup> 2010 final evaluation and selection meetings, including logistical support (facilities, meals, lodging, equipment, supplies, etc).

\*Review of the proposed evaluation process.

\*Expected committee member conduct standards.

\*Making our decision unanimous.

The writing, signing and delivering of the site selection letter to the Governor.

11:00-11:15

Public Comment.

11:20 p.m.

Adjournment