Notes for Process Improvement Committee (PIC)

June 24, 2013 Quorum Not Met (Requires Co-Chair and two members)

**Attending:** Rita Scichilone, Freida Hall

Items discussed for next meeting

1. Preparation for the next working group meeting - Sep 22, 2013 to Sep 27, 2013 - Cambridge, MA Thursday Q1 for PIC meeting (26th)
2. Reviewed the recently shared results of the First Attendee Evaluations N=17
	1. Thirteen (13) returned Excellent or Very Good ratings
	2. Two (w) participants checked “Adequate” for the use of visual aids
	3. One (1) comment was “wondering if a single tutorial could cover ….in the organization and process orientation intro”
	4. One(1) comment was related to provision of a quick “etiquette talk concerning voting in the group meetings – OK to vote or proper to abstain ? (noted as a good inclusion for the meeting orientation sessions)
3. For next meeting address:
	1. Planning for review of the Co-Chair Handbook process
	2. Balloting processes resulting from ANSI audit
	3. Other projects (GOM, GOC support)