

Steering Committee Meeting Notes

January 22nd, 2018

Steering Committee Members Present: Barbara Alejandre, Juan Carlos Belliard, Marina Espinosa, Dr. Jay Fiene, Diana Fox, George Lamb, Lt. Ron Markegard, Keven Porter, Scott Rigsby, Terrence Stone, Dr. Deanna Stover, Elidia Valencia de Cardenas

Absent Steering Committee Members: Jason Cordova, Mike Gallo, Peggi Hazlett, Josh Lee, Kathleen McDonnell, Dr. Maxwell Ohikhuare, Dr. Monica Wilson

On the Phone: Cece Spurlock

Guests/Staff: Dori Baeza, Michael Castro, Tiffani Clay, Chekesha Gilliam, Matthew Higgins, Nina Jackson, Caryn Nunley, Tab Okonkwo, Trudy Raymundo

AGENDA TOPICS	DISCUSSION	ACTION/RESPONSIBLE PERSON
Call to Order & Introductions	Meeting was called to order at 1:04 pm. As per Barbara's request, attendees provided self-introductions. There was a quorum of Steering Committee (SC) members present.	Barbara Alejandre
Approval of Meeting Agenda	The agenda was approved without changes. Deanna Stover motioned to approve the agenda. Second by Dr. Belliard.	Barbara Alejandre Agenda Approved
Approval of Prior Meeting Minutes	The November 20 th , 2017 meeting minutes were presented for approval. Dr. Belliard moved motion to approve the meeting minutes. Second by Marina Espinosa.	Barbara Alejandre Minutes Approved
1. Informational Items 1.1 New Steering Committee Members 1.2 Southern Region Student Wellness Conference	<ul style="list-style-type: none"> Barbara Alejandre introduced Terrence Stone and Elidia Valencia as the new Steering Committee members representing the Community Liaison sector. Terrence and Elidia made short introductions to the Steering Committee. Barbara Alejandre proposed that Vital Signs attend and present at the Southern Region Student Wellness Conference and potentially use this as an opportunity to survey the community. Barbara will be sending out more information to the SC. 	Barbara Alejandre Introduction of New CVS Steering member
2. New Business 2.1 Community Transformation Plan (CTP)	<ul style="list-style-type: none"> Dori Baeza made a formal request to the SC to approve the Community Transformation Plan (CTP) 2017 Annual Report. Motion to approve by Dr. Deanna Stover. Second by Scott Rigsby. The motion was approved. 	Dori Baeza 2017 Annual Report Approved

<p>2.2 CTP Implementation</p>	<ul style="list-style-type: none"> • Tab Okonkwo shared a brief explanation of the new system that will be used for tracking and reporting progress on the activities detailed in the CTP Implementation Action Plans. Tracking will be done using SmartSheet; the next step in this process will include identifying "Activity Reporters" who will be responsible for completing the web-based electronic forms. 	<p>Tab Okonkwo Shared new progress tracking process</p>
<p>2.3 Data Committee</p>	<ul style="list-style-type: none"> • Trudy Raymundo, Data Committee co-chair, provided an update regarding the restoration of the Data Committee. The Data Committee is still looking for more members who are data experts on safety, economy, and health (hospital side). Questions were made on the frequency, commitment for the committee. The committee will be meeting once a month. The data committee's goal will be to help assess the data sources and which metrics ought to be focused on. Trudy Raymundo assures the SC that CVS will not be repeating the long process that was done before. Trudy expressed the aim of alignment to avoid any duplication of data, so communication between sectors is ideal. 	<p>Trudy Raymundo Josh Lee</p>
<p>2.4 Community Health Assessment</p>	<ul style="list-style-type: none"> • Vital Signs will be launching the 2018 Community Assessment but will not be as lengthy of a process as was conducted during 2013. This will be a reassessment, review, and analysis of the health factors that have already been identified while looking at the effectiveness. Since there will be overlap between the assessment and the data committee's efforts, Vital Signs will be looking for guidance from the Data Committee. The assessment will include engaging and surveying the community. Barbara Alejandre questioned how long the process will take. Dori Baeza gave an estimate of 12-15 months. Dr. Belliard asked if alignment could occur with the hospital's efforts of compiling their own data. Dori Baeza requested that if any SC members are hosting or know of any meetings or events where Vital Signs could conduct the surveys to let Dori know. These would be potential site for CVS to conduct the community engagements required for the community health assessment process. • Request was made by the SC to have Keven Porter, current SC member with the Hospital Association of Southern California (HASC), to provide an update and/or information at the next March meeting. 	<p>Dori Baeza</p>

<p>3. Committee Updates</p> <p>3.1 Implementation Committee</p> <p>Priority Area Workgroups</p>	<p>Diana Fox provided a brief update on the progress of the Implementation Committee.</p> <p>Access to Health/Wellness</p> <p>The built environment toolkit is undergoing an update for 2018. There is an initiative to standardize course outlines for requirements regarding what it takes to be a Community Health Worker (CHW). Barbara Alejandre expressed the benefit of supporting this and incorporating CHWs into the school districts</p> <p>Education Workgroup</p> <p>Working to strengthen the literacy level and the importance of addressing the issue as a step in improving the "Cradle to Career" Initiative. A description of the Footsteps2Brilliance was provided. PBIS is a great example of working on prevention on top of intervention efforts. Looking at creating an early learning team, combining the social, emotional, and academic areas. The Student Advisory Panel will take place again in 2018. Students will present and address solutions regarding the Priority Areas of the CTP. County Schools Open Performance data will eventually be utilized to help all students succeed.</p> <p>Economy Workgroup</p> <p>Diana explained that there has been a shortage of healthcare professionals in this County. The IHPC will be the driving force in attracting health professionals to the area. Diana Fox offered to hear suggestions regarding what Vital Signs will present at the 2018 National Innovative Communities Conference (NICC).</p> <p>Safety Workgroup</p> <p>Informed the committee on the most recent meeting with the core group from the Safety Workgroup. In that meeting, there was a recognition that the language caused some confusion on how it describe what the next steps should be. The Safety core group will work on developing a continuity of language and bring it back to the SC. In addition, the Safety workgroup and the Reentry Collaborative will be working on improving the efficiency of information sharing between organizations. Diana Fox expressed interest in educational support that Safety Resource Officers (SROs) are seeking to better assist</p>	<p>Diana Fox</p> <p>Diana Fox Josh Lee</p> <p>Barbara Alejandre</p> <p>Diana Fox</p> <p>George Lamb Lt. Ron Markegard</p>
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	students. Barbara Alejandre informs the group that there is an SRO that has been hired who can provide insight and experience who can be utilized as a resource. Lt. Ron shared that the Sheriff's new day centers; he shared that certain prisoners will now be given tablets in hopes that they will take advantage of the opportunity and use it to improve child reading rates.	
Action Items	<p>Barbara will be sending out more information on the upcoming Southern Region Student Wellness Conference</p> <ul style="list-style-type: none"> • Send request to SC to identify additional members for the Data Committee • Dori will provide a draft charter for Trudy Raymundo and Josh Lee to review • Send request to SC to identify specific contacts or "Activity Owners" for objective progress tracking • Send a request for any meetings or events that could be used as an opportunity to survey for the CHA 	
Adjourn	Meeting was adjourned at 2:54 PM	Barbara Alejandre