Healthy Sacramento Coalition
Healthy Eating Active Living Work Group Meeting
January 15, 2014
Meeting Summary

Attendees: Mary Helen Doherty (Alchemist CDC), Monica Hernandez (Sacramento Area Council of Governments), Dana Fields-Johnson (Health Education Council), Suzie Vang (La Família Counseling Center), Maichew Chao (Lao Family Development Corp.), Amanda Piechowski (Moroch), Stephanie Landrum (Kaiser Permanente), Gina Warren (Sacramento Chapter of Links), Connie Chan Robison (Center for Collaborative Planning), Michael Minnick (WEAVE), Yvonne Rodriguez (Sacramento County DHHS-Public Health), Cathy Rasmusson (Healthy Business Designs/No. CA Worksite Wellness Coalition), Katy Robb (Mutual Assistance Network), Robert Lee Grant (Nourishing the Kids Media), Cynthia Smith (Radio Disney), Terry Press-Dawson (Harmon Johnson Healthy Start-Twin Rivers Unified School District), Joyce Whiten (Oak Park Preschool), Michelle Evans (Center for Fathers and Families), Carolyn Ramirez, (U.C. Davis Health System), Sharon Chandler (African American Women’s Health Legacy)/Yes2College, Juanita Ontiveros (CRLAF), and Noe Paramo (CRLAF)

I. Welcome/ Introductions—Mary Helen Doherty, Chair
Work group members were welcomed by Chair Mary Helen Doherty. A brief overview of meeting objectives was also shared. The purpose of the meeting is to share the results of the work group survey collected in December and to prioritize suggested pilot project activities for Healthy Beverage and Physical Activity through Joint Use areas of the Community Transformation Implementation Plan (CTIP). This prioritization will inform the recommendations made to the Steering Committee for activities to be included for RFP funding.

II. Sharing What Motivates You—Monica Hernandez, Co-Chair
Members who have not already had the opportunity to do so were asked to share their motivation for being a part of the HEAL work group.

III. Report from HSC Steering Committee Meeting—Mary Helen Doherty
Mary Helen provided updates on the Steering Committee updates regarding the RFP process. Work groups will provide recommendations on the activities to be funded through the RFP process. Recommendations must be provided to the Steering Committee by their March meeting. Those recommendations will then be provided to the Steering Committee for review and consideration. Once approved by the Steering Committee, the turnaround time for formalizing and releasing the RFP would take approximately four weeks. Applicants would have one month to apply and then an additional three
weeks would be needed for reviewing applications and awarding contracts. Based on the timeline, RFP work will begin the end of March, beginning of April 2014.

It was also shared that the Steering Committee agreed to the following:

- The RFP will be distributed by invitation only. Sierra Health Foundation and the HSC Steering Committee will determine the RFP distribution list which will include existing Work Group organizations.
- RFP’s will also be sent to specific organizations outside of the Coalition membership that have demonstrated experience and expertise in priority areas. Targeted organizations do not need to be HSC members to apply to an RFP, but must have expertise in the focus area.
- Organizations can apply to more than one RFP.
- Work group members must recuse themselves from the RFP development process if they are interested in applying for a RFP.
- Proposals will be reviewed by Sierra Health Foundation staff and HSC Steering Committee representatives.

Mary Helen emphasized that members of the work group whose organizations are not currently on the Sierra Health Foundation’s Healthy Sacramento Coalition roster will not be eligible to respond to any future RFPs released. Members were encouraged to confirm their organizational membership in the Healthy Sacramento Coalition. If an organization is not registered on the list, they should go to the Healthy Sacramento Coalition link on the Sierra Health Foundation website to complete an application or contact Fatima Malik. More information on the RFP process will be shared at the Healthy Sacramento Coalition meeting on January 22, 2014.

IV. Review/Summary of Surveys—Mary Helen Doherty and Monica Hernandez

Members were surveyed in December regarding current work being done in the areas of Healthy Beverage and Physical Activity through Joint Use. A summary of the results of member survey responses was distributed prior to the survey. This information was briefly reviewed. (See attached.)

V. Prioritization of Implementation Activities and Recommendations—Work Group Members

Monica Hernandez led members in a prioritization exercise of the activities recommended for Pilot Project #3 Physical Activity through Joint Use. Two activities were prioritized by the work group for RFP funding:

1. Convene communities meetings with residents and local organizational representatives in priority zip codes to gather input and identify suggestions regarding physical activity improvements, potential community locations for physical activity, possible partnerships for joint use agreements, and challenges and barriers to physical activity (i.e. community safety concerns, cultural and language needs, etc.). Utilize any existing similar community feedback and implement a project based on this and new suggestions received.
2. Interview key staff and stakeholders in identified schools and school district administration, faith-based organizations and other non-traditional private facilities to identify potential joint use agreements partners to provide culturally appropriate physical activities in targeted neighborhoods.

Also, it was decided that the HEAL Work Group would be responsible for working on the following two activities:

1. Compile additional model/sample joint use agreements and/or memorandum of understanding with city and county municipalities, school districts, and private facilities for review and consideration (#2)

2. Consult with organizations that have existing joint use permits with school districts or other public entities to learn from their experience, including liability concerns (#6)

Members were not able to begin prioritization of Healthy Beverage activities so it was agreed that the work group would need to meet before the next scheduled meeting on February 19, 2014 to do that work. Members agreed to meet in one week prior to the HSC meeting.

VI. Question and Answer/Wrap-Up—Mary Helen Doherty and Monica Hernandez

Members were polled prior to the meeting and have decided to have regular meetings on the third Wednesday of each month from 1:00 p.m. to 3:00 p.m. However, members will hold a special meeting prior to the next Healthy Sacramento Coalition meeting on January 22, 2014.

Next Meeting Date- January 22, 2014 from 8:30 a.m. – 10:15 a.m.  
(Prior to HSC Meeting) 
Nonprofit Innovation Center—VCR Room (Next Door to Sierra Health Foundation)