Healthy Sacramento Coalition  
Steering Committee  
June 11, 2014  
Meeting Summary Notes  

Attendees: Robert Phillips, Fatima Malik, Yvonne Rodriguez, Ramona Mosley, Monica Hernandez, Richard Dana, Myrna Rivas, Mary Helen Doherty, Rachel Rios, Kary Pedeupe, Christine Tien, Leslie Cooksy, Dominique Ritley  

Excused: Martha Geraty, Connie Chan Robison, Beth Hassett  

I. Welcome/ Introductions  
Rachel Rios welcomed steering committee members to the meeting and the agenda was reviewed.  

II. Meeting summary notes review/approval  
The summary notes from the May 14, 2014 steering committee meeting were reviewed and approved MSC: Dana/Hernandez.  

III. Pilot Project RFP Update  
Fatima reviewed the timeline for the pilot initiative RFP’s stating the following:  
- RFP applications are due to SHF on Thursday, June 12, 2014  
- RFP’s will be distributed to the review team June 13, 2014.  
- Reviewer scorecards/ comments are due June 19, 2014.  
- Review team will meet June 23, 2014 to discuss recommendations.  
- Funding recommendations will be presented to Steering Committee members on June 24, 2014 for approval.  

IV. Discuss SHF approach for upcoming CDC funding opportunities  
Phillip's shared that at the next HEAL and Tobacco Free Living workgroup meetings, members will be reviewing the CTIP summary document to determine the focus of activities and recommend priorities that will be included in the PICH application that SHF will be submitting to CDC to continue the work of HSC. Because the strategies were vetted through the coalition, workgroups can recommend new activities to achieve strategies, but cannot recommend new strategies due to time constraints that do not allow for data collection, development of measured outcomes, and member vetting and transparency to discuss new strategies. Workgroups can also recommend which strategies could be innovative strategies for the application.  

A lengthy discussion ensued around the current CTIP and how the healthy eating active living strategies do not focus on food systems as a way of reducing obesity. Mary Helen stated that there is a lot of momentum around Sacramento and with local restaurants to leverage resources  

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to address the issue in the CDC application and recommended adding an additional strategy around this issue. Phillips stated that the workgroups and coalition members need to use the current CTIP for this funding opportunity as it is the foundation of the Healthy Sacramento Coalition. He also stated that as the coalition moves forward, new strategies and activities can be incorporated into the document so that HSC is ready for new opportunities.

Sierra Health Foundation will revise the current CTIP so that the wording is the same. For example, "strategies" in the RFP are "objectives" in the CTIP.

The timeline for the CDC application
- Week of June 15th- workgroups meet to review CTIP and provide recommended priorities to SHF.
- Week of June 23rd- convene small writing group and make writing assignments; discuss proposal outline at general meeting to refine framework and discuss priorities.
- Week of June 30th- first draft of proposal
- Week of July 6th- organize workgroup recommendations/ second draft of proposal; technical pieces of proposal due
- July 9th- Steering Committee review proposal
- July 18- submit application

V. June 25, 2014 General Coalition Meeting
Steering committee members discussed the general coalition meeting agenda and will discuss the following items at the meeting:
- Revisit the structure of the leadership team and share leadership team members affiliations and contributions to the goals of HSC.
- Share outline of PICH RFP for feedback around framework.
- Announce pilot initiative awardees.

Next meeting date- July 9, 2014, 11:00 am – 1:00 pm Sierra Health Foundation: Capital Room.

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