Healthy Sacramento Coalition
Steering Committee
July 10, 2013

Meeting Summary

**Attendees:** Debra Oto-Kent, Wendy Petko, Glennah Trochet, Robert Lee Grant, Leslie Cooksy, Martha Geraty, Diane Littlefield, Ramona Mosley, Fatima Malik, Robert Phillips, Warren Barnes, Yvonne Rodríguez, Connie Chan Robinson

**Excused:** Christine Tien

I. Welcome/ Introductions
Debra Oto-Kent welcomed everyone to the meeting and introductions were made.

II. Meeting minutes review/approval
The minutes from the June 12, 2013 steering committee meeting were reviewed and approved. MSC Yvonne Rodriguez/Robert Lee Grant.

III. Follow up on Year 3 HSC Application Submission
Robert Phillips thanked members for participating in the impromptu meeting that convened June 26th. Based on feedback from the meeting, the coalition will stay in capacity building phase but implement select pilot projects around reducing tobacco use/marketing to youth, activities around adoption of healthy beverages as well as joint use initiatives. Phillips stated that the budget had been submitted and that he would be participating in a call with CDC the week of July 22.

IV. Workgroup Reports
Due to the changes to CTIP, Oto-Kent brought forth a recommendation of changing the three current coalition workgroups from Policy, Communications, and Training and Capacity Building to Tobacco, Healthy Eating, and Active Living so that they better reflect the CTIP initiative areas. She stated activities/initiatives relating to communication, policy and training would be brought to the steering committee for review/discussion and then any outcomes communicated to coalition members as a whole. A lengthy discussion about changing the workgroup names ensued, allowing each member to comment on the proposed name changes. Based on feedback, the steering committee unanimously decided, MSC: Robert Lee Grant/Warren Barnes, to change the workgroup names to Tobacco Free Living, Healthy Eating Active Living, and Clinical Community Prevention.

Based on the new name changes, the workgroup chairs would inform their workgroups of the name change in August and dissolve each of the three workgroups. The renamed work groups would be promoted in August and chair elections would be held in September. The newly named workgroup terms would begin in October as outlined in the Operating Guidelines document.
The Healthy Sacramento Coalition is made possible by funding from the Centers for Disease Control and Prevention and Sierra Health Foundation.

V. Leadership Team Meeting Update
The Leadership Team met June 20, 2013. Members are supportive of CTIP initiatives and will continue to identify new members for engagement in activities.

VI. Membership Update
   a. New Applications
   The steering committee unanimously approved the following new members to the coalition
   MSC: Trochet/ Barnes
   • Jason Smith, Sacramento Chinese Community Service Center
   • Rick Jennings, Center for Fathers and Families
   • Cindy Blain, Sacramento Tree Foundation
   • Naida Enriquez, Sacramento Housing and Redevelopment Agency
   • Bonita Mallory, Twin Rivers Unified School District
   • Helen Wu, UC Davis Health System, Institute for Population Health Improvement (IPHI)

   b. Potential New Member Recruitment
   Steering committee members reviewed the list of categories in which the coalition is looking for organizations to join the coalition. Oto-Kent encouraged members to look through their contacts and forward any names to her.

VII. Coalition Trainings
The Primary Prevention for Change training will take place on Thursday, July 25 from 9:00 – 2:30 pm at the Sierra Health Foundation. The training will be facilitated by the Prevention Institute and has a registration maximum of 60 people. Because space is limited, registration will be limited to coalition members who have attended at least 50% or 3 coalition meetings and will also be limited to two people per agency.

The Policy and Organizational Change training will be held on Wednesday, August 28 from 9:00 am – 2:30 pm at the Sierra Health Foundation and will follow the same registration guidelines as the July training.

The Communications Training will be held on Tuesday, September 24th for a full day and Wednesday, September 25th for a half day. The full day training will be limited to 30 people and the spokesperson training will be limited to 15 people. Because space is so limited, registration will be by invitation only. The Sierra Health Foundation will register participants.

The next steering committee meeting will convene on Wednesday, August 14, 2013, 12:30 pm – 2:00pm in the Natomas room.