Steering Committee Meeting
March 17, 2016
Summary Notes

Meeting Attendees: Gina Warren, Richard Dana, Stephanie Landrum, Shaunda Johnson, James Palmieri, Megan Sheffield, Connie Chan Robison, and Kim Williams
Excused: Yvonne Rodriguez, Rachel Rios, Monica Hernandez, and Dominique Ritley
Staff Attendees: Diane Littlefield, Kaying Hang, and Fatima Malik

I. Welcome
Connie Chan Robison, Executive Director of Center for Collaborative Planning and HSC Steering Committee Co-chair, welcomed everyone to the meeting, led group introductions, and reviewed the agenda.

II. Meeting Summary Notes Approval
The January 14, 2016 meeting summary notes were unanimously approved, MSC: Dana/Warren.

III. Nominations Review Process and Timeline
Connie reminded everyone of the Steering Committee nomination process.

Richard Dana, Executive Director of Mutual Assistance Network and HSC Steering Committee Co-Chair, shared his effort recruiting potential Steering Committee members from the ad-hoc workgroup. The Steering Committee members had a robust discussion on the nominations received to date, including the nominees varying skill sets, the community they represent, and their passions. The Committee vetted and conducted due diligence for each of the nominations. The Committee also discussed the best way to on-board the new members.

Diane Littlefield, Vice President of Programs and Partnerships, Sierra Health Foundation, acknowledged all of the hard work and efforts led by the out-going Steering Committee members and would like to celebrate the tremendous contributions of all of the members in May. She expressed her excitement about the new direction while being mindful of the need for a more defined direction and work plan. Sierra Health Foundation is in the process of determining its role in coordinating the Healthy Sacramento Coalition and may change its role from the lead agency housing and staffing the Coalition to becoming a partner of the Coalition.

Specific details pertaining to the requirements for incoming Steering Committee members will be drafted by the co-chairs. The incoming Steering Committee will be charged with drafting the work plan and outlining the structure of the Coalition for the upcoming year by the end of 2016. Information will need to be quickly disseminated to provide clarity and transparency. To prevent losing momentum some ideas shared included:

- Inviting John Powell to present on structural racism
- Understanding how to apply the racial equity frame and developing an advocacy cohort (modeling after Portland and Seattle)
Coordinating HSC efforts in relation to the Government Alliance on Race and Equity (GARE, http://racialequityalliance.org/) cohort; a group of 10 people that represent city, county, school districts, and non-profit organizations. The GARE cohort educates people on how to use racial equity analysis within city/county government structures and is led by Seattle.

**Action Item:** To vote to approve of all 14 nominees, including:

1) Malaki Seku-Amen, President and CEO, California Urban Partnership
2) Arthur Hernandez, MSN-FNP student
3) Eric Gavenberg, President and CEO, The HAWK Institute
4) Mike McKeever, CEO, Sacramento Area Council of Governments
5) Gina Warren, President, Neighborhood Wellness Foundation
6) Rangineh Azimzadeh Tosang, Principal, Solh Resolutions International
7) Ashlin Malouf-Spinden, Executive Director, Sacramento ACT
8) Annie Fox, Lead Organizer, Sacramento ACT
9) Stephanie Bray, President and CEO, United Way California Capital Region
10) Kim Williams, HUB Manager, Sacramento BHC
11) Richard Dana, Executive Director, Mutual Assistance Network
12) Kaying Hang, Interim Director of Health Programs, Sierra Health Foundation
13) Debbie Oto-Kent/Shaunda Johnson, Health Education Council
14) Connie Chan Robison, Executive Director, Center for Collaborative Planning

Pending Nominations:
1) Bill Kennedy, equity advocate
2) Jim Keddy, Vice President, Children Now
3) Diane Littlefield, Vice President of Programs and Partnerships, Sierra Health Foundation

The expectations for the incoming Steering Committee members include:

1) One-year term commitment
2) Ability to attend monthly committee meetings
3) Participate in framing the future direction of the coalition, and ad-hoc committee work as needed
4) Move the coalition’s Racial Impact Statement from concept to implementation

Members voiced their willingness to outreach to their networks and invite potential members that may be interested in joining the Coalition. Each of the approved nominees will be contacted and provided a copy of the Steering Committee Roles and Responsibilities handout that outlines the expectations of their service and to confirm involvement. Members will continue to search for a representative of the Latino community.
**Decision:** The 14 nominees and the three pending nominees were unanimously approved to serve as the incoming Steering Committee members.

Co-chairs and staff will follow up with all of the nominees for the confirmation process.

**IV. HSC New General Membership Process and Structure**

*Kaying Hang, Interim Director of Health Programs, Sierra Health Foundation* provided an update on the simplified new membership process which consists of interested members submitting an email to [hsc@sierrahealth.org](mailto:hsc@sierrahealth.org). Members are approved upon receipt of application and endorsement of HSC’s focus on racial equity.

To date, the coalition has received and approved the membership of two organizations:

1. Nancy Erbstein, UC Davis, Center for Regional Change
2. Colin Bailey, Executive Director, Environmental Justice Coalition for Water

Committee members discussed future updates to the membership process to include a process of allowing individuals to participate in the coalition and not just limited to organizational membership.

**V. Potential Opportunity: RWJF Culture of Health Application**

Connie shared information on an upcoming leadership opportunity that can help inform and support the Coalition by providing resources in the form of annual stipends for a team of four members. The opportunity is hosted by the Robert Wood Johnson Foundation and is titled Culture of Health Leader Application. A webinar is scheduled to take place on March 24th and interested members are encouraged to coordinate with Connie, who will lead this application on behalf of HSC. Final applications are due April 19, 2016. Connie will gather more information from the webinar and share with the group.

**VI. Next Steps**

Kaying provided an update on the status of the Community Health Needs Assessment report, led by Valley Vision, which is expected to be completed May 25th in time for the next coalition meeting. The planning of the May 25th coalition meeting agenda will be led by the incoming Steering Committee members.

**Next Steering Committee meeting date:** To be determined – early April

**Next HSC general meeting date:** Wednesday, May 25, 2016 from 9 a.m. to 12 p.m.