Healthy Sacramento Coalition
Steering Committee
May 8, 2013
Meeting Summary

Attendees: Debra Oto-Kent, Wendy Petko, Connie Chan Robison, Glennah Trochet, Robert Lee Grant, Warren Barnes, Robert Phillips, Yvonne Rodriguez, Susan King, Leslie Cooksy, Martha Geraty
Excused: Christine Tien, Diane Littlefield, Ramona Mosley
Guest: Rashid Sidqe, Center for Fathers and Families

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

II. Meeting minutes review/approval
The minutes from the April 10, 2013 Steering Committee meeting were reviewed. The following revision was made under section VII., Workgroup Reports, Communications Workgroup Update the minutes should state that Robert Lee Grant shared that the workgroup would like to provide a media/ communications training….. not he would like to provide…..The minutes were approved MSC Glennah Trochet/ Robert Phillips with the change.

III. Membership directory analysis review
Oto-Kent reviewed the HSC Coalition Composition document that was revised after feedback from the April meeting. Members suggested that in aligning with the implementation plan and stated objectives that additional groups such as all the chambers of commerce, faith businesses, realtor and landlord associations as well as the school districts and additional businesses that are in the 15 area zip codes be added. Oto-Kent asked Phillips if the revised membership application form had been emailed out to members asking them to update their organizational information. Phillips stated that it would be going out in the next 10 days.

Based on the discussion, it was decided that at the June Steering Committee meeting, members would go through the implementation plan and identify where member organizations were needed; identify current member organizations and their possible roles; reconcile it to the plan and identifying any gaps. Once identified, the Steering Committee would determine who would be best to target the potential new member organization and present the list of potential member organizations to the Leadership Team with specific asks and assignments that focus on why suggested groups should participate.

As a result of the discussion, it was decided that each Steering Committee member would give a brief presentation about their organization initiatives as a way of breaking down silos and better coordinating the work that representatives do. It was further discussed that it would be helpful to have a presentation for coalition members on the variety of programs and initiatives currently happening in Sacramento County which align with CTG goals.

IV. Steering Committee Composition
Rashid Sidqe, Center for Fathers and Families, attended the May steering committee meeting to learn more about the structure of the steering committee and the role the community partners play in the coalition. Phillips shared that the community partners group was formed as a way to ensure that the needs of the targeted, 15-zip code area, were reflected in the implementation plan. In alignment with the Operating Guidelines and Procedures document, he encouraged...
community partners to participate in the monthly coalition meetings to represent the views and interests of the community and/ or the organization the individual represents to further the goals of the coalition. He shared that community partners can volunteer on any of the three workgroups and can be nominated to chair one of the three work groups and that each workgroup chair participates on the steering committee. He also stated that the Sierra Health Foundation is intentional in adhering to the Operating Guidelines and does not want to create “special categories” to meet the needs of the coalition.

V. Implementation Plan Update
Philips shared that CDC was having technical issues from the vendor who was to accept the implementation plan applications and that a timeline for submitting applications had not been shared. He is still hopeful that the implementation plan will be approved by the end of July. In the interim, HSC is focused on capacity building training.

VI. Workgroup Reports
Policy Workgroup:
Glennah Trochet shared that the Policy Workgroup would be meeting later in the day and would be reviewing the pieces of the implementation plan that were assigned to them. They were hoping to discuss appropriateness and how to implement the different activities before going on break.

Communications Workgroup:
Robert Lee Grant shared that CDC has a list of consultants that CTG Grantees could use and that the communications workgroup was planning on using one of them to assist the committee in creating a tag line for HSC. Once finalized, the tag line would go before the steering committee and then on to the leadership committee for approval.

Susan King also shared that HSC would be having a booth at an upcoming multi-cultural event. A few members said that their organizations would have booths at the event as well. A discussion ensued about creating a symbol, button or fact sheet that identifies the various organizations as being members of the coalition. The communications workgroup will further discuss this idea and share outcomes at a future meeting.

Training and Capacity Building Workgroup
Connie Chan Robison shared that the training and capacity building workgroup is responsible for providing three trainings to the coalition on communications, policy and prevention and health equity. She shared that CDC had approved trainers for CTG grantees to use. After a lengthy discussion, it was determined that the Communications Workgroup would be responsible for planning and presenting the Communications training in June, the Policy Workgroup would plan and present the Policy training in August and the Training and Capacity Building Workgroup would plan and present the Prevention and Health Equity training in September.

VII. May MSC Coalition Meeting Planning
Robert Lee Grant shared that Dr. Toni Yancey, UCLA professor and public health advocate, recently died and suggested that her Instant Recess video be shown at the coalition meeting. All members agreed it would be shown at the beginning of the meeting followed by the workgroup reports and an implementation plan update. Phillips stated that a “recognition” of some sort would also take place at the coalition meeting acknowledging everyone’s work on the implementation plan.

Next meeting: Wednesday, June 12, 2013, 12:30 pm – 2:00pm in the Natomas room.

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