**HSC Steering Committee**  
**June 26-Meeting Summary**

**Attendees:** Martha Geraty, Robert Lee Grant, Diane Littlefield, Fatima Malik, Ramona Mosley, Debra Oto-Kent, Wendy Petko, Robert Phillips, Connie Chan Robison, Yvonne Rodriguez,  
**Excused:** Warren Barnes, Christine Tien, Glennah Trochet

I. **Welcome**  
Robert Phillips welcomed everyone to the meeting and thanked them for attending on a short notice.

II. **Year 3 Scope of Work Discussion**  
Robert provided an overview of the details regarding the year three budget and its implications for the Healthy Sacramento Coalition as it related to the Community Transformation Implementation Plan (CTIP). The budget for year three will remain at the baseline rate of approximately $499,229. While Sierra Health has been formally asked to submit a year three application, the deadline is July 8, 2013. In moving forward, the Steering Committee is faced with the decision to choose between remaining in capacity building phase or to move into implementation without receiving any additional funding. The rigorous requirements of moving into implementation would have to be fulfilled should the coalition decide to do so.

There was a discussion of some of the requirements—1) implementation requires a 100% FTE evaluation staff person during implementation phase, it was determined that this would not be applicable should the coalition remain in the capacity building phase. Currently the evaluation staff supports the coalition at 30% and this would remain the same during year three; 2) By remaining in the capacity building phase in year three, the coalition has a greater opportunity to vet through some areas of the CTIP and continue to move the coalition forward by working towards the three focus areas.

The Sierra Health Foundation recommends staying in capacity building phase with the ability to launch select pilot projects for implementation, while furthering developing the CTIP as well. Based on the discussion, Steering Committee members concurred and voted to approve the recommendation to remain in capacity building phase.

MSC: Grant/Petko. Robert Lee Grant motioned to accept the recommendation put forth by Sierra Health Foundation, based on the circumstances, to stay in capacity building phase with the understanding that select pilot projects will be implemented during Year 3. Followed by Wendy Petko who second the motion. All Steering Committee members voted in favor of the recommendation.

A discussion on the process moving forward led to the following projected timeline to submit the year three application and to communicate this update with the coalition members:

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<th>What</th>
<th>When</th>
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<td>1) Steering Committee members will receive recommendations for Year three priorities to review.</td>
<td>By Thursday June 27, 2013</td>
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<td>2) Steering Committee members will review and send Robert Phillips their feedback on the recommendations for Year three.</td>
<td>By Monday, July 1, 2013</td>
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*The Healthy Sacramento Coalition is made possible by funding from the Centers for Disease Control and Prevention.*
3) Robert Phillips will email a final notification to each workgroup chair(s) on the Year three directions.
   4) Each workgroup chair will then forward to the message to their respective workgroup.
   5) Sierra Health Foundation will submit the Year three application to CDC.

By Tuesday, July 2, 2013
By Wednesday, July 3, 2013

Pilot project selection and resource allocations will be based on a combination of criteria set forth by the CDC and the Healthy Sacramento Coalition Steering Committee.

The selected pilot projects must meet the following criteria:
1) Project must be completed within 12 months.
2) Demonstrate evidenced-based and/or proven strategies
3) Leverage efforts of all coalition members, builds on current momentum of efforts of current HSC members, and has the ability to allow the entire Healthy Sacramento Coalition to engage

The discussion led to many good ideas on how best to take advantage of these new opportunities and to leverage existing efforts even further.

Some ideas presented include:
- Enhancing the parallel play between the food and tobacco efforts currently taking place within Sacramento and among youth.
- Leveraging existing energy around beverage guidelines and Healthy Eating Active Living in general.
- Find ways to tie in joint use and active design efforts perhaps with SACOG and Sacramento County in a way to embed and create partnerships that would align the collective work.

The coalition will keep the CTIP as is and in year three select a few pilot projects while vetting through the other strategies. Overall the coalition will continue to work on the entire CTIP to make it succinct and to incorporate areas four and five more intentionally.

The updates and changes will be communicated through the HSC E-Update newsletter, along with a separate communication from each workgroup chair, and during the July 25th meeting.