



Community Vital Signs Implementation Committee

February 24, 2020

1:00 pm – 3:00 pm
303 E. Vanderbilt Way, San Bernardino, CA 92415
Conference Call #: 1-877-820-7831 **Passcode:** 482013#

MEETING AGENDA

Meeting Purpose:

Implementation Committee will identify focus group discussion topics and determine most appropriate group participants. Committee will also identify champions and resources required for planning and conducting the four community focus groups.

1. Welcome and Introductions
Diana Fox
Chair -Implementation Committee
2. Review Project Timeline
Dori Baeza
Community Vital Signs Coordinator
3. Review Focus Group Planning Matrix
4. Committee Decision-making:
Diana Fox
 - a. **Select** health/social topics
 - b. **Identify** Champions
 - c. **Define** participant target population and segments within
 - d. **Determine** locations and possible dates/times
 - e. **Determine** recruitment needs/resources
 - f. **Determine** SWAG/incentive donations
5. Implementation Committee Update
Tab Okonkwo
Vital Signs Program Specialist
 - a. Education –Barbara Alejandre
 - b. Safety - George Lamb and Shannon Dicus
 - c. Economy – Peggi Hazlett and Mike Gallo
 - d. Health and Wellness – Diana Fox and Josh Lee
6. Action Items/Next steps
7. Announcements
8. Adjourn

Next Meeting: February 24, 2020