



Steering Committee

ZOOM-Meeting Minutes



November 16, 2020

1pm– 2:30 pm

Members Present: Barbara Alejandre (SC Co-chair), Dr. Juan Carlos Belliard, Shannon Dicus, Marina Espinosa, Dr. Jay Fiene, Diana Fox, Dr. Erin Gustafson (SC Co-chair), Peggi Hazlett, George Lamb, Kathleen McDonnell, Keven Porter, Scott Rigsby, Terrance Stone and Deanna Stover

Members Absent: Jason Cordova, Mike Gallo, Josh Lee, Keven Porter, and Elidia Cardenas

Guests/Staff: Kevin Alvillar, Dori Baeza, Supriya Barrows, Monica Guerra, Shelbey Smith-Hutchison, Yara William, and Shain Wesley,

AGENDA TOPICS	DISCUSSION	Action Items Responsible Person
Call to Order/Introductions	Meeting called to order at 1:06 pm. Meeting attendees provided self-introductions. There was a quorum of Steering Committee members present.	Barbara Alejandre (SC Co-chair)
Approval of Meeting Agenda	Agenda topics for the meeting presented. Barbara Alejandre moved to approve the agenda. Peggi Hazlett seconded the motion.	
Approval of Meeting Minutes 1.1 September Meeting Minutes	The September Steering Committee meeting minutes presented for approval. Terrance Stone made a motion to approve the minutes. Dr. Belliard seconded the motion.	
Informational Items 2.1 Announcements	Barbara Alejandre, Steering Committee (SC) Co-chair, announced she would be retiring from San Bernardino County Superintendent of Schools (SBCSS) this December 2020. <ul style="list-style-type: none"> Barbara shared that due to the COVID-19 crisis she had decided to stay longer to support unprecedented challenges. She shared that Supriya Barrows would continue her collective impact work with Vital Signs. It was announced that Jason Cordova, who represents the Economy sector with Vital Signs was no longer with the Inland Empire Economic Partnership (IEEP) and that the SC should reach out to the new person filling his position at IEEP and have them represent the business/economy sector. 	Barbara Alejandre (SC Co-chair)
2.2 SBCTA Presentation to Steering Committee	Monica Guerra, with San Bernardino County Transportation Authority (SBCTA) presented on behalf of SC member Josh Lee. Her presentation included points that highlighted equity work for the Inland Empire (IE) and that:	

	<ul style="list-style-type: none"> • Each city in the IE has a mandated general plan and that there are three areas “Buckets” of mandates and resolutions specific to equity • Josh Lee was able to secure funding from the Southern California Association of Governments (SCAG) to begin work; and that there were opportunities and possible resources for equity projects. In addition, there are web-based resources and equity planning tools for conducting outreach that would be available in 2021. 	
<p>New Business 3.1 Community Health Status Assessment</p>	<p>Dori Baeza provided an update on the community health assessment (CHA) project and shared the project timeline that the consultant, CV Strategies, is following. Dori Baeza provided a recap on the health/social indicators and those prioritized by the SC for the community assessment and engagement process. She announced the Assessment Report (Final Report) would be finalized by CV Strategies next March 2021. The report would update the Our Community Vital Signs 2013 Final Report.</p> <p>Dori shared a short presentation on purpose of Vital Signs and the Steering Committee members. She discussed how the principles of collective impact align with the framework of Vital Signs to address social issues that impact health outcomes.</p>	Dori Baeza
<p>Committee Updates 4.1 Implementation Committee</p>	<p>Diana Fox, Implementation Committee Chair, shared next steps for the committee’s review and evaluation of the Implementation Action Plan (IAP) objectives. This would be part of the pre-planning and preparation for the next Vital Signs project which would be to update the 2015 Community Transformation Plan.</p> <p>Diana shared she would meet with the priority area champions between January and February 2021 and will coordinate with Vital Signs staff to schedule the meetings. These champion meetings would assess the current objectives and strategies from the Community Transformation Plan and identify prospective areas/strategies for its update.</p> <p>Next steps include:</p> <ul style="list-style-type: none"> • Assess which objectives to carry over to the new Community Transformation Plan (CTP) for 2021-2025 • Identify new objectives and/or strategies to add to the 2021 -2025 CTP. • Share objective recommendations at the March 2021 Steering Committee meeting for final discussion and approval • Conduct break-out session at the April 2021 Implementation Committee meeting for drafting new work plans for continuing new objectives/strategies. 	Tab Okonkwo will coordinate with Diana Fox to schedule Champion meetings.

	<ul style="list-style-type: none"> ○ Breakout sessions would include subject matter experts and those from respective disciplines related and interconnected with the four-priority area's goals and strategies and ensure diversity. 	
Announcements/Action Items/Adjourn 5.1 Steering Committee	<p>The following announcements were made:</p> <ul style="list-style-type: none"> • Dori Baeza shared that due to the CVS Champion Meeting interviews conducted by Diana Fox next year for January and February, there would be no Steering nor the Implementation Committee meetings in January nor February 2021, although both would resume in March and April 2021, respectively. • Dr. Gustafson, Interim Health Officer, shared that the influenza vaccine was effective and to encourage clients and residents to be vaccinated. <p>Action Items:</p> <ul style="list-style-type: none"> • CVS Staff will coordinate with Diana Fox to schedule the Champion meeting interviews. • Implementation Committee will plan and conduct workgroup meetings and include community SME's and leaders. 	Dori Baeza –Vital Signs Tab Okonkwo –Vital Signs Implementation Committee
Adjourn	Meeting adjourned at 2:10p.m.	

The next Steering Committee meeting will be **Monday, March 15, 2021 from 1pm – 3pm.**