



## Steering Committee



### Meeting Minutes

May 17, 2021

1 pm– 3 pm

**Members Present:** Dr. Michael Sequeira (SC Co-chair), Diana Fox (SC Co-chair), Terrance Stone, George Lamb, Marina Espinosa, Jodie Wingo, Josh Lee, Kevin Mahany, Megan Barajas, Don Smith, Kathleen McDonnell, Peggy Hazlett, Shannon Dicus, Maribel Gutierrez, Annalisa Siregar-Wurm, Dr. Monica Caffey, Supriya Barrows

**Guests/Staff Present:** Alexandra Barragan, Dori Baeza, Tab Okonkwo, Alexa Beachler, Serene Ong

**Recorder:** Theresa Warren

AGENDA TOPICS	DISCUSSION	Action Items Responsible Person
<b>Call to Order/Introductions</b>	The meeting was called to order at 1:05 pm. Dr. Sequeira welcomed all. Diana Fox led the self-introductions. There was a quorum of Steering Committee members present.	Dr. Michael Sequeira (SC Co-Chair)
Approval of Meeting Agenda	Dori Baeza proposed to change the order of items 4.1 and 4.2 on the agenda. The agenda was reviewed and approved with the one change.	Diana Fox (SC Co-Chair)
1.1 Approval of Minutes	The March 2021 minutes were approved with no changes. First motion made by Kevin Mahany and seconded by Shannon Dicus.,	Diana Fox (SC Co-Chair)
<b>Informational Items</b> 2.1 COVID Update	<b>COVID Guidelines &amp; SBC Efforts</b> Dr. Sequeira gave an update and shared that the number of case incidents has improved. San Bernardino County (SBC) is currently in the lower portion of the Orange Tier, with a 2.7 case rate per 100,000 persons. On Friday, the CDC announced that vaccinated persons no longer need to wear a mask, except at a few settings. The State/CDPH will not implement this change right now. So far, 1.37 million, 47.6% of the total population have been vaccinated. The interest in getting vaccinated has diminished. The Pfizer vaccine is now being offered to 12 years of age and up. Work has begun with CBO's and other agencies to provide vaccine outreach. Systematic outreach is being developed through the schools. There are many variants of the virus, now 44% of our virus is the British variant. Individuals that have had COVID may have a 30% immunity but should still get vaccinated. Shannon Dicus shared the efforts that are being made at the jails, out of 5,700 inmates, 2,155 have been vaccinated.	

<p>2.2 National Innovative Communities Conference</p> <p>2.3 Health Improvement Framework</p> <p>2.4 SBC Population Health Management (PHM) Strategy Initiative</p>	<p><b>2021 Conference Update</b>  The NIC Conference will be held this year, hybrid, at the Ontario Airport Hotel, June 8 – 9, 2021. Van Jones will be the virtual key note speaker on Day 1 and Dr. Ross on Day 2. There will also be a small in person portion of the event, Dr. Sequeira will be one of the panelist. Diana encouraged everyone to attend and requested they contact her if they would like to be a speaker or would like to provide any materials for the attendee boxes that will be sent out.  The registration link has been sent out.</p> <p><b>Mobilizing for Action through Planning and Partnership (MAPP)</b>  Dori Baeza shared refresher information on the MAPP Process that CVS uses. This process is a community owned strategic planning process that guides various partnerships. There are 6 MAPP phases, we are in Phase 4.</p> <p><b>Collaborative/Alignment</b>  Dori Baeza shared information on a new Population Health Management Strategy Initiative ARMC, Behavioral Health and Public Health have formed a group to take this on. They have asked to align some of their efforts with CVS. SBCO has brought on a consultant Baillit, who has asked to present at the next meeting to share more details. Dori requested approval to put on the agenda. Committee approved.</p>	<p>Diana Fox (SC Co-Chair)</p> <p>Dori Baeza</p> <p>Dori Baeza</p>
<p><b>New Business</b>  3.1 Reconvene Sub-Committees</p>	<p><b><i>Data and Communications Member Recommendations</i></b>  Dori shared that individuals are needed for the Data and Communications Committees. These committees are made up of 3 – 5 individuals who meet 3 – 4 times per year. Individuals are not required to be Steering Committee Members to be on these sub-committees.  Dori will send out an email to members requesting they recommend individuals that have the skill sets for these committees. The time commitment will be included in the email.</p>	<p>Dori Baeza</p>

<p><b>Committee Updates</b>  <b>4.1 Implementation Committee</b></p> <p><b>4.2 Ad hoc Elections Committee</b></p>	<p><b><i>Update on Identification of Issues and The Strategic Issues Matrix</i></b>  Diana Fox, Implementation Committee Chair and Tab Okonkwo provided an update on the latest work of the Implementation Committee. At the last meeting the Champions were brought together to discuss the issues. Tab presented a draft table that has compiled information from the last meeting. The Implementation committee will work from this document in the future. Josh commented that Data analysis had been done in the past which can be used.</p> <p><b><i>Steering Committee Elections</i></b>  All non-members that were participating in the virtual meeting were asked to disconnect for this portion of the meeting. Josh instructed members to access the ballot and vote for 1 person in each group. He shared that if the 1<sup>st</sup> choice does not accept the position, then the 2<sup>nd</sup> choice will be offered the position, and if needed there are backup nominations that can be reviewed. Three positions were on the ballot with 6 individuals being nominated. Several members spoke on behalf of various nominees.</p>	<p>Diana Fox (IC-Chair)</p> <p>Tab Okonkwo</p> <p>Josh Lee (Nominations Committee)</p> <p>Tab Okonkwo</p>
<p><b>Next Steps/Announcements</b></p>	<ul style="list-style-type: none"> <li>○ Diana invited everyone to the next Implementation Committee Meeting in June.</li> <li>○ Diana reminded all to let her know if they would like to share/highlight any information at the NIC Conference.</li> <li>○ Diana shared that she is currently the Implementation Committee Chair and would be stepping down. She asked members to let her or Dr. Sequeira know if they are interested in chairing. It was suggested for Diana to reach out to Supriya to see if she is interested. More discussion to follow at a later date.</li> </ul>	
<p><b>Adjourn</b></p>	<p>The meeting was adjourned at 3:00 pm.</p>	

**Next Steering Committee Meeting**

July 19, 2021  
1:00 p.m. – 3:00 p.m.