



## Implementation Committee Meeting Minutes



**September 20, 2021/ 1:00 pm – 3:00 pm**  
**Via ZOOM**

**Members Present:** Megan Daly, Marina Espinoza, Alex Fajardo, Diana Fox, Jennifer Kane, Valerie Mackintosh, Heather Menninger, Dr. Michael Sequeira, Don Smith, Terrence Stone, Regina Weatherspoon-Bell, and Jodie Wingo.

**Guests/Staff Present:** Anthony Arce, Dori Baeza, Sarah Clark, Bonnie Flippin, Monica Guerra, Josh Lee, Tab Okonkwo, and James Porter.

**Recorder:** Theresa Warren

AGENDA TOPICS	DISCUSSION	Action/Responsible Person
1. <b>Welcome/Introductions</b>	The meeting was called to order at 1:05 pm. Diana Fox welcomed all and led the roll call for attendees.	Diana Fox
2. <b>Meeting Goals</b>	<p><b>What we want to Accomplish Today:</b></p> <ul style="list-style-type: none"> <li>a. Review the Goals from 2015-20 SBC Community Transformation Plan (CTP)</li> <li>b. Review indicators/data points</li> <li>c. Determine goals to carry over to the next CTP</li> </ul> <p>Tab Okonkwo reviewed what the goals were for this meeting and what the process would be for the on-line in-real time voting by the committee members.</p>	Tab Okonkwo
3. <b>Review</b>	<p><b>Update from previous meeting:</b></p> <ul style="list-style-type: none"> <li>a. Consultant – Consultant for update of Community Transformation Plan (CTP)</li> <li>b. Action Plans-Champion Meetings               <ul style="list-style-type: none"> <li>o Review of action plans &amp; COVID Recovery Action Plans</li> </ul>               Tab gave a brief status update.             </li> <li>c. Committee Charter – Final feedback due September 21<sup>st</sup></li> </ul> <p>Dori Baeza shared that the Implementation Committee (IC) Charter will be presented to the Steering Committee once it is formally approved. Dori will contact all members to confirm their commitment and complete a member profile. Dori will send out the Charter, MAPP and Timeline to the Steering Committee.</p>	<p>Dori Baeza Tab Okonkwo</p> <p>Dori to contact members and send out documents.</p>

**Community Vital Signs  
Steering Committee Meeting**

<p><b>4. Committee Activity</b></p>	<p>Committee members review and discussed each goal (6 Long-term and 13 short-term) for the Access to Health and Wellness Priority Area.</p> <p>Committee participated in a real-time poll, during the discussion of each goal, to provide input on the 2015-2020 CTP long term goals, objectives and short term goals related to the <b>Priority Area: Access to Health and Wellness</b>. This activity was conducted to carefully reviewed and determine which will be carried over in the new updated CTP. Members had the options to either: vote to carry over, revise or park/hold each of them.</p> <p>Options for the short term goals were to carry over, promote to long term goals or park/hold. The Access to Health &amp; Wellness priority area currently has 6 LTG's, 13 Objectives and 15 STG's. Diana Fox commented that the 2015-2020 goals and objectives were written 7 – 8 years ago and the data has changed. Committee members were asked to include comments when voting on each goal and on those they wished to revise. Tab will reach out to members who voted to revise any items to discuss and confirm their comments. Marina Espinosa requested that suggested revisions be sent out to members. Dori and Tab thanked everyone for their participation in the review/voting process. Dori suggested a meeting in October and will speak to the Steering Committee Co-Chairs for a possible joint meeting, in order to review and vote on the other areas: Education, Economy and Safety.</p>	<p>Tab Okonkwo Anthony Arce</p> <p>Dori Baeza will inquire on the additional meeting in October.</p>
<p><b>5. Next Steps/Announcements</b></p>	<p>The meeting was adjourned at 3:00 pm.</p>	<p>Dori Baeza Diana Fox</p>
	<p><b>Parking Lot:</b> None</p>	