Steering Committee on Reduction of African American Child Deaths

April 20, 2016
2:15 p.m. – 4:15 p.m.
Sierra Health Foundation

Meeting Outcomes:
1) Vote on Funding Recommendations for Community Incubator Lead Organizations (CIL)
2) Vote on Funding Recommendations for Community Communications Contract

2:15 p.m. Welcome and Updates:
Chet Hewitt & Dr. Natalie Woods Andrews
Co-Chairs, Steering Committee on Reduction of African American Child Deaths
- Approval of March 2016 Meetings Minutes

2:30 p.m. CIL Review Process and Funding Recommendations
Kindra Montgomery-Block
- Review of Charter
- Overview of CIL Funding Review Process

3:00 p.m. Vote on Community Incubator Lead Funding Recommendations
- Steering Committee Vote by Neighborhood
  1. Arden Arcade
  2. Fruitridge/Stockton Blvd.
  3. North Highlands/Foothill Farms
  4. North Sacramento/Del Paso Heights
  5. Oak Park
  6. Valley Hi/Meadowview

3:30 p.m. Community Communications Review Process and Funding Recommendations
Kindra Montgomery-Block
- Overview of Community Communications Funding Review Process

3:45 p.m. Vote on Community Communications Funding Recommendations
- Steering Committee Vote Communications Contract

4:00 p.m. Public Comment

4:15 p.m. Adjourn
Attendees:
**Steering Committee Members:** Pastor Alice Baber-Banks, Stephanie Bray, Debra Cummings, Ethan Cutts, Captain Bobby Davis, Gladys Deloney, Linda Fong-Somera, Keith Herron, Chet Hewitt, Barry Loncke, Aliane Murphy Hasan, Kim Pearson, Wendy Petko, Tina Roberts, Kim Williams, Natalie Woods Andrews, Marlon Yarber

A quorum of members was present.

**Center Staff:** Kari Ida, Kindra Montgomery-Block, Kim Maslaniak, Madeline Sabatoni

**Guests:** Yuuko Feletto (SCOE Infant Development Program), Gina Roberson (FRIENDS), bel Reyes (Innovation Bridge), Brit Irby (Innovation Bridge), Julie Gallelo (First5 Sacramento)

**Not Present:**
**Steering Committee Members:** Pastor Robert Jones, Leslie Moore

**Excused Absence:** Paris Dye, Diane Galati, Dr. Olivia Kasirye, Essence Webb

**Meeting called to order:**
Meeting called to order at 2:33 pm

**Steering Committee Updates:**
Chet Hewitt opened the meeting with an overview of the agenda.

Kindra Montgomery-Block presented on the funding opportunity process, including the number of grant and contract applications received, the process for review and the process moving forward. Please see attached power point slides.

Steering Committee members were asked to review the Charter and Roster, noting that certain members have weighted votes. Please see the attached Charter and Roster.

Steering Committee members were asked to review the Conflict of Interest policy. Please see the attached conflict of interest policy.

Steering Committee members were asked to declare their conflict of interest for Community Incubator Lead grant opportunity and the Community Communications contract opportunity in
writing and out loud. Please see the attached form that members were asked to submit related to the current funding opportunities.

**Declarations of Conflict:**
- Chet Hewitt: none
- Natalie Woods Andrews: none
- Kim Williams: Hub Director of the Building Healthy Communities Hub; recuse for the voting of the Fruitridge/Stockton Blvd. neighborhood recommendation
- Judge Barry Loncke: none
- Linda Fong-Somera: none
- Dr. Ethan Cutts: none
- Tina Roberts: Co-founder of the Roberts Family Development Center and contractor for the Center of Praise Ministries; recuse for the North Sacramento/Del Paso Heights neighborhood recommendation
- Kim Pearson: none
- Captain Bobby Davis: none
- Stephanie Bray: former client of 3Fold Communications and listed as reference; recuse for Community Communications recommendation
- Aliane Murphy-Hasan: none
- Debra Cummings: Collaborator with Allen Chapel AME Church of Del Paso Heights, Church of the Nazarene – Liberty Towers and Roberts Family Development Center; recuse for the voting of the North Highlands/Foothill Farms and North Sacramento/Del Paso Heights neighborhoods
- Pastor Alice Baber-Banks: none
- Marlon Yarber: none
- Gladys Deloney: none
- Keith Herron: Board Member with ONTRACK, Program Resources and Sac Cultural Hub; recuse for Oak Park neighborhood and Community Communications recommendations
- Wendy Petko: Collaborator with Sacramento Building Healthy Communities; recuse from Fruitridge/Stockton neighborhood recommendation

**CIL Review Process and Funding Recommendations:**
Community Incubator Lead funding recommendations were presented by neighborhood. Members were asked to recuse themselves by leaving the room. Score sheets were shared with the committee and staff and review teams provided summaries of each organization’s proposal and site visit, if applicable.

**Arden-Arcade**
Recusals: No recusals
Review Committee’s recommended organization: Mutual Assistance Network
Summary: Ms. Montgomery-Block and members of the review committee provided a summary of the written proposal, including the proposed implementation plan, location and ability to house the MDTs. In addition, reviewers summarized their findings of the site visit. Partners named at the meeting included: People Reaching Out, Pastor Joy from Life Matters, Schools,
Library, School District, People Reaching Out, WEAVE, the library, Fulton Business District, county government agencies, Life Matters etc. It was noted by members of the Steering Committee that Mutual Assistance Network was the only application submitted for this neighborhood. Reviewers stated that they were not aware that this was the only applicant when reviewing the proposal.

*Average Scores:*
- Written Proposal: 42.75
- Site Visit: 44
- Composite: 86.75

Requested funding level: $299,775

**Public Comment:** None

**Vote on CIL Funding Recommendations for Arden Arcade:**
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select Mutual Assistance Network as the community incubator lead for the Arden Arcade neighborhood.

Vote: Unanimous - yes.

**Fruitridge/Stockton Boulevard**  
Recusals: Kim Williams, Wendy Petko  
Review Committee’s recommended organization: Asian Resources Inc./Building Healthy Communities HUB  
Summary: Ms. Montgomery-Block and members of the review committee provided a summary of the written proposal, including the proposed implementation plan, location and ability to house the MDTs. In addition, reviewers summarized their findings of the site visit. Partners named at the meeting included the following service providers reaching perinatal/SIDs, third party homicides, and included the Hawke Institute and Always Knocking.

It was noted that Asian Resources, Inc. is the fiscal sponsor for Building Healthy Communities HUB.

*Average Scores:*
- Written Proposal: 36
- Site Visit: 42.5
- Composite: 78.5

Requested funding level: The request was for the full $300,000.

**Other Applicants:**  
WGS Corporation  
*Average Scores*  
Written Proposal: 19.2
Site Visit: N/A

Public comment: none.

Vote on CIL Funding Recommendations for Fruitridge/Stockton:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select Asian Resources/Building Health Communities as the community incubator lead for the Fruitridge/Stockton neighborhood.

Vote: Unanimous - yes

North Highlands/Foothill Farms
Recusals: Debra Cummings
Review Committee’s recommended organization: Church of the Nazarene (Liberty Towers)
Summary: Ms. Montgomery-Block and members of the review committee provided a summary of the written proposal, including the proposed implementation plan, location and ability to house the MDTs. In addition, reviewers summarized their findings of the site visit. Partners named at the meeting included the following the Sacramento Gang Task Force, Devone Boggan Sheriff’s department, Gang Intervention Task Force, McDonalds, People Working Together, Child Abuse Prevention Center out of school programs and others.

Questions regarding the scores were addressed by the reviewers. It was noted that the organization has plans to purchase facilities for MDT’s and that this purchase is outside of the submitted budget.

Average Scores:
Written Proposal: 41.2
Site Visit: 36.75
Composite: 77.95

Requested funding level: The request was for the full $300,000.

Other applicants:
Greater Sacramento Urban League/New Testament
Average Scores:
Written Proposal: 27.6
Site Visit: N/A
Composite: 27.6

Public Comment: None.

Vote on CIL Funding Recommendations for North Highlands/Foothill Farms:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select the Church of the Nazarene – Liberty Towers as the community incubator lead for the North Highlands/Foothill Farms neighborhood.
Vote: Yes - Unanimous

North Sacramento/Del Paso Heights
Recusals: Debra Cummings, Tina Roberts
Review Committee’s recommended organization: Roberts Family Development Center
Summary: Ms. Montgomery-Block and members of the review committee provided a summary of the written proposal, including the proposed implementation plan, location and ability to house the MDTs. Partners named at the meeting included the following Mutual Assistance Network, the Greater Sacramento Urban League, a youth gang violence non-profit and Our Kids Community Breakfast Club. Ms. Montgomery

Average Scores:
Written Proposal: 42.6
Site Visit: 42.75
Composite: 85.35

Requested funding level: The request was for the full $300,000.

The overall budget was over the amount, but the organization hopes to leverage the funds. Otherwise, they are willing to cut the request down to $300,000.

Other applicants:
Center of Praise Ministries
Average Scores:
Written Proposal: 23.2
Site Visit: N/A
Composite: 23.2

Allen Chapel AME Church of Del Paso Heights
Average Scores:
Written Proposal: 32
Site Visit: N/A
Composite: 32

Center of Praise application was strong on perinatal services, but did not show strengths in other areas. The Center of Praise did not reside in the neighborhood, but was considering buying property. $235,000 of the budget was for salaries.

During the consideration of this grantee a question was raised asking if the Steering Committee could suggest collaborations for non-funded organizations. Ms. Montgomery-Block noted that this review can only be based on what was presented in the proposals. There is always opportunity for expansion and partnerships in the future. A comment was made about engaging all organizations, regardless of funding.

Public Comment: None.
Vote on CIL Funding Recommendations for North Sacramento/Del Paso Heights:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select Roberts Family Development Center as the community incubator lead for the North Sacramento/Del Paso Heights neighborhood.

Vote: yes - unanimous.

Oak Park*
Recusals: Keith Herron
Review Committee’s recommended organization: ONTRACK, Program Resources, Inc.
Summary: Ms. Montgomery-Block and members of the review committee provided a summary of the written proposal, including the proposed implementation plan, location and ability to house the MDTs. There was a very strong partnership, with representation across the four issue areas. They also have the option of using the Oak Park Community Center and funds will be used to hire a coordinator and someone to work with cultural brokers, to do re-granting, pay rent and include youth and adult participation from the community.

Average Scores:
Written Proposal: 39.4
Site Visit: 44
Composite: 83.4

Requested funding level: The request was for the full $300,000.

Other Applicants:
4 Your Epiphany
Average Scores:
Written Proposal: 27.25
Site Visit: N/A
Composite: 27.25

Public Comment: none

Vote on CIL Funding Recommendations for Oak Park:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select ONTRACK, Program Resources, Inc. as the community incubator lead for the Oak Park neighborhood.

Vote: Yes - Unanimous

*Note: the Oak Park review process is on-going and this recommendation is not final

Valley Hi/Meadowview
Recusals: none
Review Committee’s recommended organization: South Sacramento Christian Center
Summary: This funding area had three applicants that all scored high and warranted site visits.
Average Scores:
South Sacramento Christian Center
Written Proposal: 30
Site Visit: 45
Composite: 75

ReIMAGINE Mack Road Partnership
Written Proposal: 31
Site Visit: 30
Composite: 61

WellSpace
Written Proposal: 34
Site Visit: 34.3
Composite: 68.3

Ms. Montgomery-Block and members of the review committee provided summaries of the written proposal, including the proposed implementation plan, location and ability to house the MDTs, as well as the findings on the site visits. Steering Committee members discussed the differences in the partnerships, proposals and sites. Partners named at the meeting included:

South Sacramento Christian Center: Precious Ones (who work with Sister Mothers), youth voice partners and 3rd Party Homicide related partners.

ReIMAGINE Mack Road Partnership: People Reaching Out, the mobile pregnancy clinic, Sacramento police and out of school programming

WellSpace: partners were not named during the meeting

Requested funding level: The request was for the full $300,000.

The Steering Committee discussed the findings of the review committee. The Steering Committee the geographic space and breadth of the Valley Hi/Meadowview area related to the required scope of work. It was suggested that the Steering Committee consider a placeholder for additional collaboration in this community and go back and think about a second model. It was noted that Valley Hi and Meadowview are very distinct neighborhoods and Meadowview has a lack of service providers. Staff has been asked to look at the budget and research the Meadowview area and devise a plan to facilitate work in that area.

Public comment: none

Vote on CIL Funding Recommendations for Valley Hi/Meadowview:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select the South Sacramento Christian Center as the community incubator lead for the Valley Hi/Meadowview neighborhood.
Vote: Yes - Unanimous

Community Communications Review Process and Funding Recommendations:
Recusals: Keith Herron
Review Committee’s recommended organization/company: The Observer Media Group

Summary:
3Fold Communications:
Average proposal score: 35
Average presentation score: 30

The Observer Media Group:
Average proposal score: 38.28
Average presentation score: 41.25

Sac Cultural Hub:
Average proposal score: 34.5
Average presentation score: 36

The review committee discussed its findings regarding the proposals and presentations. Staff asked for professional references for both the Observer and Sac Cultural Hub. They spoke with all of the Observer’s references, but were unable to connect with Sac Cultural Hub’s. Pursuant to the RFP, only those who met the selection criteria were invited to give a presentation.

The Steering Committee discussed the proposals and findings of the committee, including strengths and weaknesses of the finalists. The Steering Committee discussed the Observer’s sub-grantees Jim Hill, Voices for Youth, Michael Broughton and KDEE and spoke about the importance of reaching the youth.

Public comment: none

Vote on Community Communications Funding Recommendations:
The Steering Committee on the Reduction of African American Child Deaths recommends to the Center for Health Program Management to select the Observe Media Group as the community communications contractor.

Vote: Yes - Unanimous

Further Discussion:
Staff was directed to research additional strategies to reach a broader demographic through communications.

Public Comment:
No public comment.

Updates and Next Steps
Pastor Banks asked that access to care be added to the next meeting agenda.

Refer to final slide (attached) regarding the funding opportunity timeline.

Update on Evaluation Contracts: Several request for qualifications (RFQs) were received and two groups have been received a request for proposals (RFP), due April 29.

Update on Cultural Brokers Letter of Intent: the County Department of Health and Human Services is hoping to release the Cultural Broker Letter of Intent (LOI) on April 28.

Update on the Technical Assistance Resource Center (TARC): The faculty of the TARC is being designed and the hope is to have most parts in place by late June.

Update on the Interagency Children’s Policy Council (ICPC): A group of Steering Committee members and county representatives will be visiting Los Angeles and Alameda counties to visit and learn about their programs. These tours start next week.

**Meeting adjourned**  
6:02 p.m.
Steering Committee on the Reduction of African American Child Deaths

Conflict of Interest Policy

Introduction
This policy applies to the volunteers who serve as members of the Steering Committee on the Reduction of African American Deaths (RAACD). It is intended to define actual and perceived conflicts of interests in relation to RAACD members’ role in the review and selection of grant proposals.

This policy is not intended to inhibit, prevent or discourage agencies affiliated with RAACD members from applying for RAACD grant funds. The purpose of this policy is to ensure an impartial development of the RAACD local community services RFP and the review and rating of RAACD grant proposals.

Rationale
Steering Committee on The Reduction of African American Deaths members have a commitment to conduct all responsibilities of the RAACD in a manner consistent with the best interest of the RAACD mission. This requires that all decisions and actions of members on behalf of the RAACD must be made or taken solely with a desire to serve in the best interest of the community, rather than a desire to serve in the best interest of individual agencies.

Since the RAACD Steering Committee members are volunteers who are committed to the Steering Committee's purpose, it would be a challenge to recruit community representatives to the RAACD who would be free from potential conflicts of interest on the RAACD. It is understood that there is the potential for RAACD members to have some apparent or perceived conflict of interest.

With this information, the RAACD can take action to ensure there is an impartial decision-making process. In such a case when there is an apparent or perceived conflict of interest, action may consist of one or more of the following:

a. RAACD member will recuse himself or herself from the discussion
b. RAACD member will recuse himself or herself from any vote regarding the specific matter
c. RAACD member will recuse himself or herself from the review and rating of grant proposals

Definition of Actual or Potential Conflict of Interest
The following is provided to identify the types of volunteer activities that may create actual or perceived conflicts of interest.

a. Directly or indirectly influencing the allocation of funds based on a personal or family interest in or an affiliation with specific agencies.

b. Current affiliations or past affiliations within the prior two years present a potential conflict of interest if a RAACD member or a family member has:
   i. An affiliation that is inclusive of, but not limited to, service as an employee, board member, advisory committee member, volunteer, intern, consultant, advisor and/or client with an organization that is seeking a RAACD grant.
Disclosure of Potential Conflicts of Interest
RAACD members will be asked to disclose any potential conflicts of interest related to them and their family members. Disclosures should encompass current affiliations as well as affiliations within the prior two years.

RAACD members will be provided with a disclosure statement attesting that:

1. S/he understands and agrees to comply with the Conflict of Interest Policy and;

2. Except as specifically described in the disclosure statement, neither s/he nor, to the best of his/her knowledge, any of his/her family members has during the past two years been engaged in any conduct that may be a potential conflict of interest.

Recusal from RAACD Grant Development and Proposal Review Process
RAACD members with an actual or perceived conflict of interest will be asked to recuse themselves from the RAACD grant proposal review and rating process.

Failure of Recusal
In the case in which there is an actual or perceived conflict of interest between an agency and a RAACD member, and the RAACD member has not recused himself or herself from the review and rating of RAACD grant proposals, the agency that applied for funding is not eligible to receive respite services funds.

*Capitalized terms used in this Disclosure Statement have the meaning(s) set forth in the attached Conflict of Interest Policy.*

I, _______________________________, certify that:

1. I understand and agree to comply with the attached Conflict of Interest Policy.

2. Neither I nor, to the best of my knowledge, any of my Family Members has, during the past 24 months, been involved in any activity or circumstances that constitutes a Conflict of Interest, except as specifically described below:

   Identify any current or past affiliations within the prior two years that would present an Actual or Potential Conflict of Interest for you or your Family Member(s). Attach additional pages, if necessary. If none, so state.

   __________________________________________

   __________________________________________

   __________________________________________

   Fully describe any facts or circumstances that you wish reviewed in order to determine whether or not such facts or circumstances constitute a Conflict of Interest. Attach additional pages, if necessary. If none, so state.
3. The name and address of my principal organization or occupation is:

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<th>Type of Organization</th>
<th>My Job Title</th>
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SIGNATURE: __________________________________________________________

NAME: __________________________________________________________

(PLEASE PRINT)

DATE: ________________________________
### Steering Committee on Reduction of African American Child Deaths  
**March 2016 Roster**

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<th>Members by Category</th>
<th>Number of Voting Members</th>
<th>Number of Votes Per Category</th>
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<td>3. County Public Health Officer</td>
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<td>Dr. Olivia Kasirye</td>
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<td>Stephanie Bray (United Way)</td>
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<td>Dr. Ethan Cutts (Kaiser)</td>
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<td>Diane Galati (Dignity)</td>
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<td>8. Community Based Health Provider</td>
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<td>Wendy Petko</td>
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<td>10. Law Enforcement (Sheriff/Probation)</td>
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<td>Robert Davis- Sheriff</td>
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<td>Marlon Yarber - Probation</td>
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<td>Aliane Murphy-Hasan-NAACP</td>
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*Current Members = 24*
Steering Committee Charter
Reduction of African American Child Deaths
Sacramento County

Purpose: The purpose of the Steering Committee is to provide coordination and oversight of efforts, create a strategic plan, monitor implementation, evaluate, and report on progress towards reducing the disproportional number of African American child deaths in Sacramento County.

Authority: Board of Supervisors, Resolution #2013-0728, dated October 22, 2013.

Sponsor/Convener: Department of Health and Human Services.

Scope of Work: The Steering Committee will carry forward the recommendations developed by the Blue Ribbon Commission to Reduce African American Child Deaths, as supported by the Sacramento County Board of Supervisors on May 7, 2013. The scope of work will include, but not be limited to the following items:

1. Serve in a public leadership role to engage and mobilize the community to make sustainable change to achieve a reduction in preventable African American child deaths.
2. Organize an infrastructure for the coordination of county-wide efforts.
3. Build mechanisms to facilitate on-going community outreach, education, and involvement.
4. Create a strategic plan.
5. Develop and monitor an implementation plan.
6. Develop and monitor a data collection and evaluation plan.
7. In collaboration with the Child Abuse Prevention Council, provide annual progress reports to the Board of Supervisors.
8. Advise participating entities on public education campaigns, direct service delivery and policy matters.
9. Seek funding to sustain the effort.

Membership: The Board of Supervisors will establish and appoint a 31 member Steering Committee. Members will serve two-year terms. There is no limit to how many consecutive terms a member may serve.

Members in seats representing Civic Groups, Faith-Based Organizations, Parent Representatives, Youth Representatives and Advocates will have two votes each. All other members will have one vote each. Regardless of the category a member may belong to, a member’s vote(s) is unique to that member and may not be cast by anyone besides that member.
### Members by Category

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<th>Category</th>
<th>Number of Voting Members</th>
<th>Number of Votes Per Category</th>
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<td>1. Department of Health &amp; Human Services</td>
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<td>2. Department of Human Assistance</td>
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<td>4. First 5 Sacramento Commission</td>
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<td>17. Parent Representatives</td>
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<td>18. Youth Representatives (up to age 25)</td>
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<td>19. Advocates</td>
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**Process to Fill Member Seats:** Interested parties must complete an application form and indicate which category/categories of membership they are qualified to represent. A Nominations Committee will review applications, conduct interviews as needed and make recommendations to the full Steering Committee. Recommended appointees will be approved by the Board of Supervisors. New members must submit a Conflict of Interest Form 700 to the Clerk of the Board within 30-days of approval and on an annual basis thereafter.

**Absenteeism:** Steering Committee members who miss more than 25% of meetings (unexcused absences) and 50% of meetings (excused absences) in subsequent years will be automatically removed from the committee.

**Meetings:** The Steering Committee must meet at least monthly during the first year of operations and at least quarterly thereafter.

**Meeting Rules:** All meetings will be conducted in accordance with the Brown Act. All meetings will have a published and posted agenda. Topics not on the agenda will not be discussed or considered but may be placed on a future agenda. Actions will be made by majority rule of members present with an established quorum. The presence in person of a majority (50% plus one) of the appointed membership shall constitute a quorum. All matters submitted for determination shall be decided by a majority of those voting. Members may call in but cannot vote according to the Brown Act. Continuity of the discussions is essential to the success of this effort therefore alternates will not be seated. Additional staff members of any organization may certainly attend any meetings as the meetings are public. Content experts
may be invited to speak and will be placed on the agenda. Public attendees will be allowed to comment prior to any action on an item.

**Conflict of Interest:** Members who have a conflict of interest as defined by the Fair Political Practices Act, AB 1797 (January 1, 2003) and any other applicable state law must do the following:
1. Announce the conflict;
2. Describe the nature of the conflict; and
3. Recuse themselves and leave the meeting room until after disposition of the item giving rise to the conflict.

**Chair/Vice-Chair/Secretary:** The general membership will select a Chair, Vice-Chair, and Secretary on an annual basis. The Chairperson shall preside over meetings and maintain orderly procedures as guided by the Brown Act and Robert's Rules of Order. The Vice-Chair will preside over meetings in the absence of the Chair. In the absence or inability to act of both the Chairperson and the Vice-Chairperson, the members present shall select one of the members present to act as temporary Chairperson.

**Reporting:** The Steering Committee will produce a written report on progress to the Board of Supervisors on an annual basis. In addition, a public presentation highlighting progress will made to the Board of Supervisors on an annual basis.

**Changes to the Charter:** Any proposed changes to the Charter, including modification of the categories of membership, may be considered with a majority vote of the appointed members. The changes must then be approved by the Board of Supervisors.
Steering Committee on Reduction of African American Child Deaths

Steering Committee Meeting April 20, 2016
Voting Process and Procedures
Community Incubator Leads
Community Communications Contract
**RAACD Funding Overview**

<table>
<thead>
<tr>
<th><strong>Community Incubator Leads</strong></th>
<th><strong>Community Communications Contract</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadline March 4, 2016</td>
<td>Deadline March 4, 2016</td>
</tr>
<tr>
<td>13 applicants submitted</td>
<td>6 applicants submitted</td>
</tr>
<tr>
<td>Applicants represented all 6 RAACD neighborhoods</td>
<td>April - Presentation Interviews</td>
</tr>
<tr>
<td>April - Finalist site visits</td>
<td>1 contract selected</td>
</tr>
<tr>
<td>6 grantees selected</td>
<td>Contract begins May 2016</td>
</tr>
<tr>
<td>Grant begins May 2016</td>
<td></td>
</tr>
</tbody>
</table>
### RAACD DECISION MAKING PROCESS

**CIL & COMMUNICATIONS**

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Review Proposals: Individual review and rating of proposals (Review Team)</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Review Team Meeting: Discuss the top-rated proposals to determine which of those will be selected for interviews (Review Team)</td>
</tr>
<tr>
<td><strong>Step 3</strong></td>
<td>Proposer Site Visits/Interviews: Proposers clarify Review Team’s questions and provide more information on proposals (Review Team and MDT County Members)</td>
</tr>
<tr>
<td><strong>Step 4</strong></td>
<td>Develop Review Team Recommendations: Determine final funding recommendations based on proposal review, review team discussions and information from interviews. (Review Team)</td>
</tr>
<tr>
<td><strong>Step 5</strong></td>
<td>RAACD Steering Committee (SC) Funding Recommendation Meeting: SC deliberates on presented recommendations and develops final funding recommendations to the Center for Health Program Management.</td>
</tr>
<tr>
<td><strong>Step 6</strong></td>
<td>Grantmaking: A due diligence check is done on recommended proposers and the contracting process begins (the Center)</td>
</tr>
</tbody>
</table>

**Contract Term:** May/June 2016 to May/June 2019 – grant renewals in year 4/5
Consider the funding recommendations as brought forth by the review teams

Make final funding recommendations based on:
- RFP/RFQ funding goals
- Merit of the proposals, presentations and site visits
- Available funding
<table>
<thead>
<tr>
<th>Members by Category</th>
<th>Number of Voting Members</th>
<th>Number of Votes Per Category</th>
<th>Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. County Public Health Officer</td>
<td>[1]</td>
<td>[1]</td>
<td>Dr. Olivia Kasirye</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Stephanie Bray (United Way)</td>
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<td>Vacant</td>
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<td></td>
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<td></td>
<td>Dr. Ethan Cutts (Kaiser)</td>
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<td></td>
<td></td>
<td></td>
<td>Diane Galati (Dignity)</td>
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<td></td>
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<td></td>
<td>Vacant</td>
</tr>
<tr>
<td>8. Community Based Health Provider</td>
<td>[1]</td>
<td>[1]</td>
<td>Wendy Petko</td>
</tr>
<tr>
<td>10. Law Enforcement (Sheriff/Probation)</td>
<td>[2]</td>
<td>[2]</td>
<td>Robert Davis- Sheriff</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Marlon Yarber - Probation</td>
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<td></td>
<td></td>
<td></td>
<td>Aliane Murphy-Hasan-NAACP</td>
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<td></td>
<td></td>
<td></td>
<td>Pastor Robert Jones</td>
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<td></td>
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<td></td>
<td>Paris Dye</td>
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<td>Vacant</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Debra Cummings</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Keith Herron</td>
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<td></td>
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<td></td>
<td>Vacant</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>32</strong></td>
<td><strong>44</strong></td>
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</tbody>
</table>

*Current Members = 24*
Rationale
Steering Committee on Reduction of African American Deaths members have a commitment to conduct all responsibilities of the RAACD in a manner consistent with the best interest of the RAACD mission. This requires that all decisions and actions of members on behalf of the RAACD must be made or taken solely with a desire to serve in the best interest of the community, rather than a desire to serve in the best interest of individual agencies.

With this information, the RAACD can take action to ensure there is an impartial decision-making process. In such a case when there is an apparent or perceived conflict of interest, action may consist of one or more of the following:
• RAACD member will recuse himself or herself from the discussion
• RAACD member will recuse himself or herself from any vote regarding the specific matter
• RAACD member will recuse himself or herself from the review and rating of grant proposals
Definition of Actual or Potential Conflict of Interest
The following is provided to identify the types of volunteer activities that may create actual or perceived conflicts of interest.

- Directly or indirectly influencing the allocation of funds based on a personal or family interest in or an affiliation with specific agencies.

- Current affiliations or past affiliations within the prior two years present a potential conflict of interest if a RAACD member or a family member has:
  
  An affiliation that is inclusive of, but not limited to, service as an employee, board member, advisory committee member, volunteer, intern, consultant, advisor and/or client with an organization that is seeking a RAACD grant.
Conflict of Interest

Members who have a conflict of interest as defined by the Fair Political Practices Act, AB 1797 (January 1, 2003) and any other applicable state law must do the following:

1. Announce the conflict;
2. Describe the nature of the conflict; and
3. Recuse themselves and leave the meeting room until after disposition of the item giving rise to the conflict.
# Steering Committee on Reduction of African American Child Deaths

**Conflict of Interest- Vote Procedures April 20, 2016**

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Check The Box If There Is a Conflict With This Applicant</th>
<th>Describe the Nature of the Conflict</th>
<th>Name Signature and Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Organization Name</td>
<td></td>
<td></td>
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<tr>
<td>2. Organization Name</td>
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</tr>
</tbody>
</table>
By RAACD Neighborhood:

- Discussion
- Public Comment
- Vote
  - Votes will be conducted per RAACD neighborhoods
  - Majority vote approval
RAACD Neighborhood: Arden-Arcade

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
#2 Community Incubator Lead (CIL)

RAACD Neighborhood: Fruitridge/Stockton

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
#3 Community Incubator Lead (CIL)

RAACD Neighborhood: North Highlands/Foothill Farms

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
#4 Community Incubator Lead (CIL)

RAACD Neighborhood: North Sacramento/ Del Paso Heights

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
RAACD Neighborhood: Oak Park

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
RAACD Neighborhood: Valley High/Meadowview

- Review Conflict of Interest
- Discussion
- Public Comment
- Vote
10 Minute Break
Review Conflict of Interest
Discussion
Public Comment
Vote
RAACD Grants and Contracts: Timeline

- April 20, 2016 – Steering Committee final selection
- Late April 2016 – Notify approved and denied applicant(s)
- April 29, 2016 – Appeal deadline
- Late April 2016 – Develop contract and grants final scope of work
- Early May 2016 – Agreements signed
<table>
<thead>
<tr>
<th>RAACD Target Neighborhood</th>
<th>Applicant</th>
<th>Check The Box If There Is a Conflict With This Applicant</th>
<th>Describe the Nature of the Conflict</th>
<th>Name Signature and Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arden-Arcade</td>
<td>1. Mutual Assistance Network (MAN)</td>
<td>[ ]</td>
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<tr>
<td>Fruitridge/Stockton Blvd</td>
<td>2. Asian Resources/Sac BHC Hub</td>
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<td></td>
<td>3. WGS Corporation</td>
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<tr>
<td>North Highlands/Foothill Farms</td>
<td>4. Church of the Nazarene - Liberty Towers</td>
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<td></td>
<td>5. Greater Sacramento Urban League</td>
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<tr>
<td>North Sacramento/Del Paso Heights</td>
<td>6. Roberts Family Development Center</td>
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<td>7. Center of Praise Ministries</td>
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<td>8. Allen Chapel AME Church of Del Paso Heights</td>
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<tr>
<td>Oak Park</td>
<td>9. ONTRACK Program Resources, Inc.</td>
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<tr>
<td>Number</td>
<td>Organization</td>
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<td>10.</td>
<td>4 Your Epiphany</td>
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<td></td>
<td><strong>Valley Hi/Meadowview</strong></td>
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<tr>
<td>11.</td>
<td>South Sacramento Christian Center</td>
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<td>12.</td>
<td>ReIMAGINE Mack Road Foundation</td>
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<td>13.</td>
<td>WellSpace Health</td>
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<td></td>
<td><strong>Communications Contract</strong></td>
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<tr>
<td>14.</td>
<td>Observer Newspaper</td>
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<tr>
<td>15.</td>
<td>3 Fold</td>
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<td>16.</td>
<td>Sacramento Cultural HUB</td>
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<td>17.</td>
<td>The Gospel Vine</td>
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<td>18.</td>
<td>3.14 Communications</td>
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<td>19.</td>
<td>King Krav Maga</td>
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</tbody>
</table>

- If you checked a box – you will be asked to recuse yourself from the discussion and vote regarding this grant/contract applicant or group of applications. (Please leave the room when the applicant comes up for vote)
Neighborhood: Arden Arcade

Recommended Applicant: Mutual Assistance Network

Proposal Review Score (out of 50): 42.75

Site Visit Score (out of 50): 44

Total Score (out of 100): 86.75
Neighborhood: Fruitridge/Stockton Boulevard

Recommended Applicant: Asian Resources/Sacramento Building Healthy Communities Hub

Review Score (out of 50): 36

Site Visit Score (out of 50): 42.5

Total Score (out of 100): 78.5
Neighborhood: North Highlands/Foothill Farms

Recommended Applicant: Church of the Nazarene – Liberty Towers

Review Score (out of 50): 41.2

Site Visit Score (out of 50): 36.75

Total Score (out of 100): 77.95
Neighborhood: North Sacramento/Del Paso Heights

Recommended Applicant: Roberts Family Development Center

Review Score (out of 50): 42.6

Site Visit Score (out of 50): 42.75

Total Score (out of 100): 85.35
Neighborhood: Oak Park

Recommended Applicant: ONTRACK, Program Resources

Review Score (out of 50): 39.4

Site Visit Score (out of 50): 44

Total Score (out of 100): 83.4
Neighborhood: Valley Hi/Meadowview

Recommended Applicant: South Sacramento Christian Center

Review Score (out of 50): 30

Site Visit Score (out of 50): 45

Total Score (out of 100): 75
Communications Contract

Recommended Applicant: The Observer Media Group

Review Score (out of 50): 38.25

Presentation Score (out of 50): 41.25

Total Score (out of 100): 79.5