Steering Committee on Reduction of African American Child Death

March 19, 2014
2:15 p.m. – 4:15 p.m.
Sierra Health Foundation
1321 Garden Highway

Meeting Outcomes:
• To discuss the Steering Committee’s indicators and objectives
• To discuss new membership to the Steering Committee
• To discuss Steering Committee policies and procedures

2:15 p.m.  Welcome and Workgroup Report Out
Tyrone Netters, Sacramento NAACP
Chair, Steering Committee on Reduction of African American Child Death

- Review previous meeting minutes
- Workgroup report on workgroup activity

2:45 p.m.   An Overview of the Steering Committee Timeline and Benchmarks
Robert Philips, Center for Health Program Management: Sierra Health Foundation

- Propose and discuss a timeline for the Steering Committee work
- Discuss Steering Committee indicators and objectives moving forward

3:15p.m.  Steering Committee Membership, Policies and Procedures
Robert Phillips

- Discuss new membership for missing Steering Committee categories
- Discuss membership policies and procedures

3:45 p.m.  Next Steps Summary and Meeting Evaluation

- Upcoming meetings: Discussion of strategic plan, field scan and case studies
- Discuss June 18th Meeting
- Steering Committee Contact Sheet
- Follow-up items

4:15 p.m.  Adjourn
Steering Committee on the Reduction of African American Child Deaths
Minutes – March 19, 2014

Attendance:
21 members were present; 4 members were absent; 2 guests were present and 2 staff members were present.

1. Welcome and Introductions – Tyrone Netters
   • Minutes from the February meeting were approved

   • Each workgroup reported on their meetings to this point. Two workgroups, Infant Sleep Related Deaths and Evaluation have not yet met.
   • Common themes to carry through all workgroups include: orientation, prevention and empathy, mental health, trauma and economic impacts
   • If workgroups are still coordinating, they should lean on Sierra Health to figure out how to proceed and find a way to meet, even if it’s only a limited number of people

3. Steering Committee Timeline and Benchmarks – Robert Phillips and Madeline Sabatoni
   • Madeline presented the proposed timeline for developing the Steering Committee strategy
   • The Steering Committee should focus on strategies and not new indicators. The Committee will need to establish benchmarks for progress
   • A template will be provided to all workgroups to monitor progress
   • Strategy for the Steering Committee differs from the Blue Ribbon Commission because it is not just recommendations; it’s about implementation with an evaluative process.

4. Steering Committee Membership, Policies and Procedures
   • There are several empty seats that need to be filled, including youth seats.
   • Sierra Health Foundation will create an email that can be forwarded to find people to fill these seats
   • Madeline reviewed the process to fill the seats, according to the charter
   • The Executive Committee will decide how to operationalize policies and procedures and bring them back to the group
   • Agendas and minutes need to be public; Sierra Health will create a website for information to be posted
   • Sierra Health will research county investments and allocations, as requested

5. Next Steps and Remaining Questions
   • In the upcoming meetings, First5 Grantees will begin presentations of their funded work and the Steering Committee will look closely at a case study from the county
   • Committee members were asked to fill out an evaluation and offer any updates to the contact sheet
Reduction of African American Child Deaths in Sacramento County

Steering Committee Meeting

March 19, 2014
Workgroups

1. Third-Party Homicide;

2. Infant Sleep-Related Deaths;

3. CAN/Homicide;

4. Perinatal Conditions

5. Evaluation and Assessment
Steering Committee Structure—next 6-8 months

- Is the guiding body for the SC
- Address specific needs of the SC
- Represent the views, interests of the community to achieve goals of reducing AA Child Death
- Defines and measures success for SC
Steering Committee Strategy Timeline

Goals:
Reporting Guidelines determined by Charter
✓ Develop Strategic Plan
✓ Annual Report to Board of Supervisors

January – June
✓ Develop Committee structure, procedures
✓ Begin workgroup meetings and strategy development
✓ Establish benchmarks
✓ Begin Evaluation process
✓ Reports from First5 Grantees to inform process

July- December
✓ Continued Reports from First5 Grantees
✓ Finalization of Evaluation and Communications Plans
✓ Development of Annual Report
✓ Presentation to Board of Supervisors
Steering Committee Indicators and Objectives

- What are our indicators of progress?
  - For areas of workgroup focus
  - For functional areas

- What are our objectives for each indicator?

- How will we measure progress on our objectives?
Steering Committee To Dos

Meetings:
- Monthly meetings for the first year
- Actions can be made with a quorum (50% +1)
- Members must attend 75% of the meetings (with unexcused absences or 50% with excused absences)
- Meetings are conducted according to the Brown Act

Membership:
- Interested parties must submit an application
- A Nomination Committee will conduct interviews and recommendations
- Recommended appointees will be approved by the Board of Supervisors
- New members must submit a Conflict of Interest form within 30 days

Empty Seats:
- Youth Representative (2)
- Foundation (2)
- Health Care Systems (1)
Next Steps

Upcoming Meetings

- Grantee Presentations
- Discussion of the Strategic Plan
- Field Scan of Services
- Case Study
  - Further understand the landscape by using an actual case from Sacramento County
Contact Information

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Center for Health Program Management

Sierra Health Foundation
Please check the extent to which you agree or disagree with each of the following statements:

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neutral</th>
<th>Agree</th>
<th>Strongly Agree</th>
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<tbody>
<tr>
<td>The meeting was well facilitated.</td>
<td></td>
<td>1</td>
<td>4</td>
<td>6</td>
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<tr>
<td>The update on the Steering Committee was informative.</td>
<td></td>
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<td>6</td>
<td>5</td>
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<td>I understand how the workgroups will help us progress towards the goal of reducing African American child deaths.</td>
<td></td>
<td></td>
<td>7</td>
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<tr>
<td>The discussions of project funding and process were productive.</td>
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<td>2</td>
<td>6</td>
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How could the meeting content, process and/or agenda have been improved?
- We all need to be able to sit down and meet so we can get started with putting the data together
- It would help me if people speak louder
- No change, good meeting

What aspect of the meeting was most valuable?
- Clarifying roles and responsibilities and expectations
- Make sure we use social media and how to train people
- Get youth involved
- Dialogue
- The process/timeline/benchmarks

What type of information or discussion would you like to see in future convenings?
- Community discussion – getting that data from the community
- Looking forward to bringing in Grantees and to hearing more about what the community is doing