



**El Cajon Collaborative
Executive Team
Meeting Notes
January 8th, 2010**

Meeting Purpose: To engage in leadership, visioning and strategic directing for the El Cajon Collaborative.

Meeting Goals: Get Mid-Year updates from functional teams, discuss Little House, hear updates from the Coordinator and review 2009 accomplishments.

Handouts: October meeting notes, mid year financial status report and 2009 Activity Success Report.

I. Welcome & Introductions

We welcomed Capt. Bruno Cirello as a new representative for El Cajon Police Department, replacing Capt. Debbie Setzer who retired on December 31st, 2009.

Claire Carpenter left her position at the El Cajon Community Development Corporation, leaving her seat vacant at the Executive Team.

II. Review October Meeting Notes

October meeting minutes were reviewed and no changes were made.

III. Updates:

a. Core Team..... Rosa Ana Lozada

No new issues needed discussion from the Core Team.

b. Finance Team Barbara Ryan

Barbara reviewed the mid-year financial status report. She also reported that we have put in an application for the Grossmont Health Care District to fund operational support of the Collaborative. We also had our request approved to participate in the public facilities Community Development Block Grant funding through the City of El Cajon. Sue Christopher expressed concern that requesting CDBG money would potentially be taking it away from City needs and questioned whether or not that was a good idea or in violation of our guidelines. Lea clarified that our guidelines allow us to apply for funds when there are multiple grants being given and also noted that we were encouraged to apply for CDBG funds from the City staff.

c. Personnel TeamSuzanne Moser

Suzanne and Rosa Ana Lozada shared that the Personnel team met to review the amount of Lea’s time that is spent on working on LH Avocado, Inc. related items. The outcome identified the tasks that are ongoing that may not be able to be done by the Coordinator on a long term basis. It was acknowledged that the Coordinator position was “too much for one person to do”. Another meeting of the Personnel Team will be called to discuss different scenarios for filling the long term human resource needs of the Collaborative.

d. Council Pamela Toohey

Pamela was unable to attend, Lea reported that no new issues needed discussion from the Council.

IV. Little House/LH Avocado, Inc. (Rapid Response Team)

Walter Philips shared that the Rapid Response Team met in December to discuss some strategies for helping LH Avocado, Inc. finalize the purchase of Little House. Some representatives of the RRT also met with LH Avocado, Inc. board members to further discuss the options and plan ahead. The outcome of the meetings was to identify a goal of keeping Little House. To do so, the Collaborative agreed to use the \$20k reserve for its intended purpose of covering LH Avocado's shortfall during the meantime (Executive Team approved). The Collaborative also approved the use of up to \$60k in potential reserves to be used as leverage for a new loan. At the April meeting, more discussion will be had about if the Collaborative can help pay off part or all of the loan using reserves.

Additional funds may become available through the CDBG process later this year. The group also decided to work on getting commitments from each Partner to help fund Little House's purchase. Recommendations were made in the name of doing it as a membership due or a partnership contribution. Follow-up will be made before the next Executive Team meeting.

V. Coordinator

Lea shared the 2009 Success Report which documents activities and supporters of the Collaborative from January-December 2009. It was recommended that we consider connecting with reporters from the Union Tribune and also share it as a special Council report. Executives were also encouraged to share this with their staff and their Boards to further spread the news! Lea and Walter will also plan on going to the City Council to share the success.

Follow-Up Items:

- Contract Involvement Assessment will be disseminated as needed with new contract/grant opportunities which involve the Collaborative and other potential entities. The Rapid Response Team incorporated the suggestions made from the Executive Team.
- Family Night may continue with the CSF contract parent education classes through Home-Start. Laura Mustari noted that the contract has received some very severe cuts to services.
- The SANDAG Grant we received is for outreach to the community regarding the 2050 Regional Transportation Plan.
- Lea has drafted a letter of interest for the CA Wellness Foundation and is recommending that we consider using San Diego Youth Services instead of LH Avocado, Inc. as the Fiscal Agent, since the funding is for core operating support and SDYS already has a relationship with the funding agency. The request was approved and the letter of interest will be sent. If having SDYS does not work, it is possible that LH Avocado, Inc. or any other agency could serve as fiscal agent.
- The Newcomer Support Work Group is looking to connect more with business and the chamber of commerce. Both Mary Harrison and Jane Cruz Alfano said they could help make connections there. Lea will follow-up with them directly.

Future Discussions (discussions on hold)

- Partnership Agreements
- Review operating guidelines and make updates
- Implementation of strategic planning

VI. Announcements

Many announcements were made about funding cuts, program cut-backs and/or closures. At the end of the meeting it was also expressed that some representatives were uncomfortable with or unable to give to the Collaborative and Little House at this time. Therefore, there was a recommendation that a message be sent indicating Partners have an option of doing one of four things as it relates to Little House: 1. give monetary support, 2. facilitate a relationship with a funding agency, 3. offer technical/administrative support and/or 4. offer something else that will help with a donation to Little House. A letter will be emailed from the Chair to the Executive Team.

Next Meeting Date

Next Meeting: Friday, April 9, 2010 at Little House, 9-11AM