



El Cajon Collaborative Core Team Meeting Notes - April 21st, 2009

Present: Susan Caldwell, Tammie Glowacki, Steven Jellá, Rosa Ana Lozada, Suzie Moser, Barbara Ryan, Nancy Trost, Tamara Van Ness and Lea Bush.

I. Welcome & Introductions

Rosa Ana Lozada opened the meeting with introductions and asked everyone to share a positive note about themselves and/or their work. We welcomed Tammie Glowacki from the San Diego County Probation Department as a new representative to the Core Team from that agency.

II. Approval of March Meeting Notes

March meeting notes were approved without any changes and will be forwarded to the Executive Team

III. Update from Executive Team Meeting

- Collaborative Operating Guidelines –
The Operating Guidelines were discussed that final recommendations for changes need to be submitted by the 24th of April. A request was made that a review of the FINAL updated Guidelines be an agenda item at the next meeting.
- Strategic Planning Team
Lea made an open invitation to anyone interested in joining the Strategic Planning Team. A parent or community member is a particular role we are looking to have on the Team. There were a few suggestions, including going to the PTA's. Anyone interested should contact Lea.

IV. Documenting Vision, Mission and Values of Partner Organizations

Discussion about learning more depth about individual organizations that participate in the Collaborative through Core Team or other venues was discussed. Since everyone was interested in learning more about the mission, vision and values of partners, the group agreed that a regular schedule of two presentations at each meeting will be helpful. Next meeting we planned to have McAlister Institute and Institute for Public Strategies do a short presentation of information on their organizations.

V. Updates from the Coordinator

- **Family Night update** – Family night continues to go well and planning for next years groups was discussed. A short questionnaire will be developed by Lea to assess various groups' interests in Family Night trainings and support groups. Lea will follow up next meeting.
- **CSF Steering Committee** – The CSF caseload data was distributed and discussed, in addition to the East Region Dental Task Force meeting minutes.

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***Mission:** The El Cajon Collaborative builds relationships, leverages resources and implements best practices to serve the children and families of the El Cajon Community.*

V. Updates from the Coordinator... Continued from Page 1

- **Outreach** – A draft flyer titled “How to Get Involved” identifying ways to get involved in the collaborative was presented by Lea and discussed as a marketing/outreach tool for individuals getting to know the Collaborative. A few formatting changes were requested, Lea will bring the revised draft back to the next meeting.
- **East Region Collaborative Network (ERCN)** – ERCN did not hold a meeting this month.
- **MOU/MOAs** – The MOU/MOAs log was updated to reflect the changes at family night due to liability insurance and background check requirements. Additionally, a Letter of Support (LOS), requested by Grossmont Union High School District for the County Suicide Prevention RFP#3575 was carefully reviewed due to ensure that the collaborative commitment was achievable. Changes were recommended and a revised LOS will be sent to the Core Team for approval over email. GUHSD needs the LOS by Friday, April 25th.
- **Potential contract opportunities** – Lea has identified a funding opportunity through the Office Depot foundation. After reviewing the draft, several ideas arose on how to better link this funding idea to current efforts. Of note, Nancy Trost invited Lea to the Readiness and Emergency Management for School Staff meeting at Cajon Valley to learn more about their developing disaster preparedness process. The request is for about \$5500 for resource sharing improvements and linkage to a regional disaster-preparedness network. The Core Team was in consensus that Lea should move forward with the request.

VI. Committee/Workgroup Reports

- A. *Finance Team* reported everything being on track with the Collaborative’s budget.
- B. *Personnel Team* reported that they are preparing an evaluation of the Coordinator. The evaluation will be done by the representatives to the Personnel Team.
- C. *Neighborhood Safety Work Group* reported concerns about the meeting time and frequency. It was discussed that the strategic plan may help in identify the Collaborative’s objectives for this Work Group. Susan Caldwell, Chair of the Work Group determined that she will continue to assess how this group can function to best serve the Collaborative’s needs.
- D. *Newcomer Support* is a Work Group in development, by next meeting there will be a draft set of mission and goals from this group that will be presented by the acting Chair, Kara Vickery from El Cajon Valley High School.

VII. New Business/Announcements/Accomplishments

Nancy Trost recommended we use the next Core Team meeting to introduce the Cajon Valley Resource website.

Lea read a list of Collaborative accomplishments that she will update and share over email!

VIII. Next Core Team Meeting

May 19th; 10 AM

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