



**El Cajon Collaborative
Executive Team Meeting Notes
July 9th, 2010**

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

Meeting Goals: Share updates from functional teams, confirm leadership roles and operational guidelines, and hear updates from the Coordinator.

Handouts: April meeting notes, financial status report, FY 10-11 budget and fundraising plan, current ECC Leadership Teams roster, and 2nd Quarter 2010 Coordinator's Report.

In attendance: Jane Cruz Alfano (*Cajon Valley USD*), Verna Griffin-Tabor (*Center for Community Solutions*), Kathi Henry (*City of El Cajon*), Lori Believeau (*City of El Cajon Recreation*), Capt. Jim Redman (for Bruno Cirello) (*El Cajon Police Department*), Dana Quittner (*Grossmont-Cuyamaca Community College District*), Rosa Ana Lozada (*Harmonium*), Paula Guerra (for Laura Mustari) (*Home Start*), Dan Skiles (*Institute for Public Strategies*), Suzanne Moser (*community member*), Barbara Ryan (*Rady Children's Hospital*), Pamela Martinez (*San Diego County Probation*), Dilkhwaz Ahmed (*License to Freedom*).

I. Welcome & Introductions

Suzanne Moser, Vice-Chair welcomed everyone and facilitated introductions.

II. Review April Meeting Notes

The meeting notes were reviewed and no changes were recommended.

III. Updates:

- a. Core Team Rosa Ana Lozada
Rosa Ana shared that Core Team has continued to use part of the meeting to have a roundtable discussion on program changes due to budget cuts or other challenges. During the April-July period 4 letters of support were provided to Partner organizations. Strategic Planning is still occurring, with the discussion currently around how to best gather and collect data from a community needs assessment.
- b. Finance Team Barbara Ryan
Barbara directed everyone to review the financial projections for FY 2010-2011, which continues to reach toward our goals of finding financial sustainability. The FY 09-10 year-end projection is that we will avoid spending the \$30,000 in reserves that was projected at the beginning of the year. The proposed Fundraising Plan for FY 2010-2011 was approved and it was noted that we will seek a variety of fundraising, grant and partnership resources for the year.
- c. Personnel Team..... Suzanne Moser
Suzanne noted that the Personnel team has made recommended revisions to the Coordinator's Job Description which is included in the Operating Guidelines. She also reviewed general plans for the Coordinator's maternity leave and noted a few areas where help is still needed.
- d. Council..... Pamela Toohey
Pamela wasn't available for the meeting, but Lea shared a summary of the recent evaluation done at the Council meeting. The summary included the Council's perception of community needs, the benefits of the Collaborative and what should be changed (*the responses are also attached to these minutes – see page 3*).

IV. Confirming Leadership and Operational Guidelines

The rosters for the various Collaborative teams were all confirmed, with minor changes. The Executive Team has the anticipated addition of the new El Cajon Community Development Corporation CEO, Cindi Fargo. Kathi Henry offered to do outreach to the East Region Chamber of Commerce for a representative and the Team agreed to confirm that person (if identified) in advance of the outreach. Additionally, Debbie Comstock wrote to request official Partnership for the East County Family Justice

Center and that was approved. The Personnel Team will discuss if a new Executive Appointee is needed, Janice Cook had to step out of her role with the Team earlier this year. Finance Team and Rapid Response Team had no changes. Core Team made recommendations to change the structure of the “voting” representatives to more closely reflect the operating guidelines. Following discussion, the Executive Team approved to include more participants who did not fit into the Core Team’s recommended voting structure. Therefore, 3 representatives from Executive Team, Council/Work Groups, Parent/Community Members and other Partners were all approved (a total of 12) on the “voting” roster.

There was an additional recommendation to have this conversation earlier in the year next year, so it will be slated for the April Executive Team meeting.

V. Coordinator’ Report

Lea Bush shared an updated report for activities during the second quarter of the year. She also shared information about the Collaboration Prize which will seek approval from the Executive Team for the final application via email next week.

The Newcomer Support Work Group was discussed and needs of the community noted as being very high. Executive Team recommended that the role of the Collaborative in supporting our refugee community’s needs be further reviewed by the Core Team.

VI. Announcements

Lori Believeau made an announcement regarding the upcoming Golf Tournament that will benefit the Recreation Departments scholarship program. More information will be distributed through Lea via email.

VII. Next Meeting Date

Next Meeting: Friday, October 8th, 2010 at Little House, 9-11AM

Summary of information collected through the annual evaluation of El Cajon Collaborative Council meeting and needs as discussed in July:

Top El Cajon community needs:

- Affordable housing
- Homelessness resources (shelters, food, long term care, rental assistance)
- Resources for elderly (with limited income – at-risk of homelessness, accessing resources)
- Teens (TAY 14-24) (resources for challenged teens (mental health & disabilities))
- Access to education
- Job training for people who have lost their jobs (and are without a specific trade)
- Increased celebration of culture and cultural exposure
- Refugee/Newcomer support services (ESL classes and translation support)
- TANF/Welfare/Medi-cal/Food stamps – enrollment and access to information
- Mental Health wraparound services for adults
- Elected officials that understand the community needs/involved in community events (more aware of what’s going on)
- Overall community improvement (safe routes to schools, safe access to parks, better lighting, etc.) – improves community health
- Medical and dental care accessibility for adults
- Childcare for working families
- Funding for more resources
- Alcohol and drug prevention and intervention

Benefits of the El Cajon Collaborative:

- More direct referrals
- Better awareness of resources
- Increased opportunities for partnerships
- Better personal connection to community
- Understanding community needs in a broad view

What the Collaborative could do to provide more value:

- Move the meeting location to see and become more familiar with the resources
- Government representatives speaking/listening
- More access to police/fire department representatives
- Organize service provider sponsored “family night” quarterly for families to connect to resources (promote healthy communities)
- Discuss sources of problems vs. symptoms
- Provide an opportunity to contribute in a newsletter (with individual articles by organizations)
- Organizing a health event
- More networking time or a networking-specific meeting
- Help obtain more resources/funding for education

Presentations/topics of interest to Council participants

- Breaking mental health stigma (understanding the continuum of mental health)
- Resource acquisition (access to grants)
- County health – specific El Cajon health needs (data and analysis)
- Eligibility for Medi-cal
- Elected officials (State level and City Council members)
- Child abuse prevention safety/health
- Disaster preparedness (low-income focus?)
- Epidemiology and bio-terrorism
- Community service opportunities for teens
- Co-Occurring Disorders in uninsured communities
- Sexual Assault/Consent
- Sex Trafficking
- Teen pregnancy
- Regional Center information and supports