



**EL CAJON COLLABORATIVE  
CORE TEAM MEETING NOTES  
JANUARY 21, 2014**

*Final Minutes; approved on February 18, 2014*

**1) Welcome and Introductions**

**Meeting Chair-** Dana Stevens

Richard Preuss, Dilkhwaz Ahmed, Rosa Ana Lozada, Steven Jella”

**2 Approval of Meeting Minutes**

- Core Team Members approved December Meeting Notes

**3) Action Items:**

**a) Action: Finance Committee**

- Revised budget format

**4) Accomplishing ECC Strategic Priorities**

- The discussion regarding the Strategic Priorities was tabled to allow discussion regarding the transition plan for the El Cajon Collaborative Coordinator. The Strategic Plan discussion will resume once a new Coordinator is hired. The assumption is that this will occur within the next two months.

**5) Coordinator Transition Discussion**

a) Steven- SDYS is the hiring entity. About 35 resumes were received. Resumes were reviewed for qualifications. The top 8 candidates will be invited to a first interview. The Personnel Committee is responsible for conducting the interviews and making a recommendation to the Executive Team for hire. The Rapid Response Team is available as needed

b) Suzie Moser- has agreed to assist with Little House facilities items.

c) The Executive Committee recommended that the Rapid Response Team assist with providing coverage during the transition of the El Cajon Collaborative coordinator. No actual assignments were made at the Executive Team meeting. The Core team reviewed the list of activities noted in LaVonna’s transition plan and identified items that require immediate action. The following plan is proposed for the Rapid Response Team’s approval:

**Temporary Coverage pending the hire of the El Cajon Collaborative**

**a) Meeting coverage:**

- February 4th- El Cajon Collaborative Council

**Action :** Dilkhwaz will provide interim coverage

- ERCN



**Action:** Dana will serve as the interim lead

#### **b) Projects**

- Resident Leadership

**Action:** Dana will outreach Chris Shamoan to see if he may be available to serve as the interim lead

#### **c) Funders- the group identified this as area of priority:**

- **SANDAG- Plan of Action**

Steven will be the contact in the interim. Steven sent an e-mail letting them know that he will not be in attendance at tomorrow's meeting but will attend the February 6th meeting. He received a response that there was no problem and that tomorrow's meeting notes would be forwarded to him.

#### **d) District: Plan of Action**

need to continue managing the website in accordance with the district grant. This includes posting school resources.

- **Action: Rosa Ana** will follow up with Jennifer to check in
- **Action: Rosa Ana** will send a draft notice to Jennifer and RRT for approval prior to forwarding it to the Superintendent. Message will include information regarding the transition and an invitation to participate in the interview process (in the past, Nancy participated on the interview panel followed by Jennifer)
- **Action: Rosa Ana** will send the final approved e-mail to Cajon Valley School District Superintendent

#### **e) Other:**

- Dana will have her staff assist with updating the website
- Steven and Rosa Ana will respectively review the contracts
- Need to coordinate with Suzie to access the key for the coordinator's office.
- Rosa Ana will forward the recommendations to the Rapid Response Team for their approval

### **5) Other Discussion Items**

#### **a) Revisit Core Team Items**

##### **Parking:**

The group followed up on discussion from last month's meeting regarding parking issues between Ali Baba and Little House. It was felt that other options should be considered. A better understanding of the history and cultural issues may help us establish a positive relationship to reach a solution. It was recommended that we invite the owner to join the Collaborative representing the business community; separate from the parking issue. Parking issue will be further addressed as more of the history and facts are researched.

**Action:** Dilkhwaz

- invite the owner of Ali Baba to attend the February El Cajon Collaborative Meeting



b) There was a proposal to change the El Cajon Collaborative time from **8:30 to 8:00**.

**Action: Dana**

- send out notice to the Collaborative members requesting that they come prepared to the February meeting with their schedule and feasibility of time change.

**Future Discussion Items**

- Possible increase of refugees in El Cajon
- Revisit organizational structure of the El Cajon Collaborative

*Notes submitted by Rosa Ana Lozada,  
El Cajon Collaborative Executive Team Chair*