



**El Cajon Collaborative
Executive Team Meeting Notes
July 19, 2013**

Purpose of the Executive Team:

To provide the El Cajon Collaborative with an executive level of leadership and authority to make decisions that can effect changes to accomplish our vision, mission and goals

AGENDA ITEMS/ DISCUSSION

I. Welcome & Introductions -

Chair, **Rosa Ana Lozada, Harmonium Inc.**, welcomed team members and facilitated introductions.

Meeting Participants:

Afrah Abdulaker, Sara Ramirez, Dana Stevens, Mary Case, Ivan Andujar, Dilkhwaz Ahmed, Jane Cruz-Alfano, Barbara Ryan, Laura Mustari, Rosa Ana Lozada and LaVonna Connelly

II. Review/Approval of July's Meeting Notes-

Executive Team members approved July's meeting Notes with no edits.

III. Core Team Update-

Core Team Chair, **Dana Stevens, Communities Against Substance Abuse**, shared that she and Vice-Chair, **Christopher Shmoon**, had met and decided that their focus in FY2013-14 would be on measuring the Collaborative Partners' collective impact in ECC's Strategic Priorities and on increasing opportunities for collaboration during Core Team meetings.

IV. Finance Team Update-

Finance Chair, **Barbara Ryan, Rady Children's Hospital**, presented the FY2013-14 Budget being recommended by Core Team for approval. The total Budget was for \$86,133, which included SANDAG project expenses. Grant funding was reported to be \$56,500, with additional grant funding expected to be awarded within the next month. LH Avocado support of \$7,200 was included. Barbara reported that, in general, ECC was in a better place than this time last year and that fewer reserves were used than expected. Team members discussed and approved the FY2013-14 Budget by consensus. Executive Team members discussed current ECC funding and the need for further outreach to CVUSD.

V. Coordinator Report-

LaVonna Connelly, ECC Coordinator, handed out written Coordinator Reports for April, May and June 2013. She highlighted a few activities:

- (14) El Cajon residents graduated from the Resident Leadership Academy and graduation was hosted at the Palms Restaurant and Banquet Hall. Many local dignitaries attended.
- RLA graduates plan to paint utility boxes in El Cajon. Insurance and an MOU with the City will be needed
- Attending meetings, promoting local workshops and hosting presentations for SANDAG grant
- Continuing to work with LiveWell Healthy Eating Workgroup on East Region Food Guide
- Beginning work with LiveWell Healthy Eating Workgroup to promote the stocking of healthy food in Fountain Liquor (corner of Mollison/Madison)

Executive Team members were in consensus that ECC would be a good fit for the MOU with the City of El Cajon to support the resident-led public art project over the next 2-3 years.

VI. Collaborative Business-

Chair **Rosa Ana** led Executive Team members in an overview of the items required by the Operating Guidelines to be covered in the July meeting;

- Executive Team representation/participation

Executive Team members reviewed the FY2013-14 Executive Team roster and noted that Sarah Ramirez needed to be added under City of El Cajon. Team members recommended additional outreach to law enforcement to recruit for Executive and Core Teams.

- Review/Approve ECC leadership representatives and Chairs

Team members reviewed and approved ECC’s leadership rosters for FY2013-14.

- Rapid Response/Personnel Team representatives

Team members reviewed the Rapid Response and Personnel Team rosters and were in consensus that Sarah would also be added to the Rapid Response Team.

- Meeting location, day, time

A list of meeting list of FY2013-14 Executive Team meetings was distributed. Executive Team meetings will continue quarterly on the third Friday of the month at Little House from 9-11am.

VII. Announcements -

East County Transitional Living Center- announced that the emergency shelter program would begin in October at ECTLC

Home Start, Inc.- announced that the received the First 5 funding for home visitation program for pregnant teens, military, low-income and immigrants. Home Start will be offering ECC a small stipend to participate in the Advisory Committee for this program. Home Start home visitation staff are currently in training and the program will begin soon. Executive Team members offered congratulations.

VIII. Adjournment

Chair, **Rosa Ana**, thanked everyone for coming and adjourned the meeting.

ACTION ITEMS:

Action Item	Person Responsible
Add Sarah Ramirez to Leadership Team Representative roster (Executive and Rapid Response)	LaVonna
Send welcome email to new CVUSD Superintendant	LaVonna
Outreach to law enforcement to recruit for Exec and Core Teams	LaVonna
Change staggered term model to aligned term model (change Operating Guidelines)	Executive Team in 2014

UPCOMING MEETINGS / EL CAJON COLLABORATIVE

Meeting	Date	Time	Location
Executive Team	January 17, 2013	9:00-11:00am	Little House
Core Team	November 19, 2013	8:30-10:00am	Little House
Personnel Team	As needed (3 rd Tues)	10:00-11:00am	Little House
Finance Team	October 28, 2013	4:00-5:00pm	Little House
El Cajon Collaborative Council	November 5, 2013	12:30-2:00pm	Cajon Valley Unified School District Board Room
Pos Youth Development Wkgrp	October 22, 2013	1:00-2:00pm	El Cajon Library-Seminar
LiveWell Healthy Eating Wkgrp	November 12, 2013	11:00am-12:00noon	Spring Valley Comm Ctr