



**El Cajon Collaborative
Executive Team Meeting Notes
July 13, 2012**

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, **Suzie Moser, Community Member**, facilitated introductions and began the meeting at 9:00am. **Meeting Participants:** Ivan Andujar, Dan Skiles, Marilee Gorham, Rosa Ana Lozada, Bruno Cirello, Barbara Ryan, Laura Mustari, Jane Cruz-Alfano, Jennifer Wagner-Grondek, Suzie Moser and LaVonna Connelly

II. Approval of April's Meeting Notes-

Team members approved the Notes by consensus.

III. Core Team Update-

Core Team Vice-chair, **Jennifer Wagner-Grondek, Cajon Valley Union School District**, gave the Core Team update:

- Core Team is currently identifying at-risk student cohorts for the GOALS process in FY 2012-13.
- Core Team has explored several definitions of mentoring but will defer this process until a mentoring project is more imminent and a mentoring work group has been formed.
- Jennifer will be out on family leave August through December. Nancy Trost will cover Jennifer's position and will attend Core Team meetings. SDYS Program Manager, Laura Beadles, has stepped forward to act as interim Vice-Chair until Jennifer returns.

Executive Team members were in consensus that ECC should not have Core Team co-leaders be from a single agency and requested that no interim Core Team Vice-chair be appointed in Jennifer's absence.

IV. Finance Team Update-

Finance Team Chair, **Barbara Ryan, Rady Children's Hospital**, presented ECC's proposed budget to Executive Team members with the following considerations:

- ECC budget is as lean as possible for FY 2012-13 (\$4,830 less than FY2011-12).
- CVUSD has approved \$20,000 in funding for ECC in FY 2012-13.
- \$4,500 from HHSA grant will apply to FY 2012-13.
- LH Avocado will contribute to ECC budget if possible.
- LaVonna will turn in Grossmont Healthcare District (\$30,000) proposal next week.
- Little House will be paid off in less than 2 years (March 2014).

Executive Team accepted the proposed budget for FY 2012-13 by consensus.

V. Collaborative Update-

LaVonna, ECC Coordinator, gave updates on Collaborative activities:

- Council strategic planning for FY 2012-13 is underway.
- SANDAG surveys have been collected and a final report on best practices for outreaching to vulnerable communities has been submitted, which was the final task for that grant.
- The El Cajon Healthy Food Initiative, ECC's resident project (HHSA grant) is going well. Residents have completed their assessments of local food establishments and are preparing for presentations to local decision makers.

- SDSU Intern has moved out of State and therefore will not be working with ECC in FY 2012-13.

VI. Collaborative Business-

Chair, **Suzie** reviewed the representation and participation of ECC Leadership Teams with Executive Team members. Points brought up in discussion were:

- Preference is that each Executive Team member should appoint an alternate.
- Recruitment of additional leaders would be useful in building Leadership Teams.

LaVonna distributed a copy of the revised Partnership Agreement to team members for annual signing.

VII. Other-

Executive Team members had some discussion around the issue of low engagement/ low attendance of Core and Executive Teams. Discussion included the following ideas:

- Recruitment could be one of ECC's main focuses for FY 2012-13.
- Core Team could come up with projects that would meet the needs of the community while accomplishing the missions of Partner organizations. These projects would be done to increase engagement by Leadership Team members while increasing ECC funding.

VIII. Announcements-

Chair, **Suzie** facilitated the sharing of Executive Team member announcements:

- Movies in the Park will be at Renette Community Center on August 10th.
- The City of El Cajon Centennial Celebration will be November 12th along the Main Street Promenade. Other activities will take place all year. Interested volunteers contact Marilee.
- Captain Cirello and Captain Davis will be switching roles in the ECPD. Captain Jeff Davis will be taking Captain Bruno Cirello's position on the Executive Team starting in October.

IX. Adjournment-

Chair Suzie Moser, thanked everyone for coming and adjourned the meeting at 10:50am.

ACTION ITEMS:

| Action Item | Person Responsible |
|---|---------------------------|
| Submit a grant proposal to Grossmont Healthcare District for \$30,000 | LaVonna |
| Appoint an alternate and give their name and contact information to LaVonna | Executive Team members |
| Recruit more leaders | LaVonna |
| Identify projects that ECC Leadership Teams can participate in | Core Team |

UPCOMING MEETINGS

| Meeting | Date | Time | Location |
|--------------------------------|---------------------------------------|---------------|---|
| Executive Team | October 19, 2012 | 9:00-11:00am | Little House |
| Core Team | October 16, 2012 November 20, 2012 | 8:30-10:00am | Little House |
| Personnel Team | October 16, 2012 | 10:00-11:00am | Little House |
| Finance Team | October 22, 2012 | 4:00-5:00pm | Little House |
| El Cajon Collaborative Council | November 6, 2012 | 12:30-2:00pm | Cajon Valley Unified School District Board Room |