

September 20, 2013

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**Attendance:** Nishant, Rachel, Alvin, John, Michael, Sean, Deborah, Steve, Stephanie, Sarah, Brenda, Doug, Dorothy, Lavonna

**Quorum not met. Unable to vote on Action Items.**

**I. Consumer Report**

- We have a liaison who will be attending the Health and Housing Consortium for Region IX
- Working to get dental active again
- Reaching out to Region IX rep for National Consumer Advisory Board regarding Homies for the Homeless

**II. Health Care for the Homeless Report**

- Received a grant to add two new staff to the team, doing outreach and enrollment for Covered California
- For next big meeting, or listserv: coordinate efforts
- Staff will be at Project Homeless Connect to enroll in Covered California, along with financial advisors for LIHP
- Clinic opened August 28th, integrated primary, MH, and AODS, available to every patient to better serve clients
- New sites for mobile clinic in Oct. and Nov.: Loaves and Fishes in Oakley and Antioch, MSC in Richmond
  - i. Suggestion: Loaves and Fishes in Martinez? Park at Boys & Girls Club or Safeway?
- Breast Cancer Awareness month is October: will do screenings, likely in Respite (announcement to be distributed via listserv)

**III. 2013 NOFA Process Review and Approval (Action Item)**

- To be discussed at subsequent meeting

**IV. East County At-Large Seat Application: Teri House (Action Item)**

- **Vacant Seats**
  - i. Housing Provider
    - 1. Joseph Villarreal is going to apply
  - ii. West County At Large
  - iii. Faith Community, non-profit – Doug needs to be reappointed?
  - iv. 3 Consumers – need to be reappointed
    - 1. Consumer Board will discuss, send to Lavonna
- Can have voting alternates, but not proxies, and they don't count towards quorum
  - i. Maybe Stephanie should serve as an alternate for Consumers?

- ii. Would have to amend bylaws to allow alternates, and then approve
- V. **Updating our Ten-Year Plan**
  - **Overview of Planning Process**
    - i. Want more explanation of the five modules
  - **Executive Committee's Re-Envisioned Role**
    - i. To be discussed in the context of updating the Strategic Plan
    - ii. Executive Committee should set the agenda for the main CCICH meeting, instead of staff
    - iii. Some key questions are included in the CCICH satisfaction survey
  - **Executive Committee Meeting Schedule (Action Item)**
    - i. Should explore doing call-in meetings (have to public post in those locations)
    - ii. Should meet more often, as reflected in our NOFA 2012 score
    - iii. Should discuss having bi-monthly meetings staggered from the regular CCICH meeting
      - 1. Will have to remind big CCICH group that the Executive Committee meetings are public and open
    - iv. Subcommittees can handle some of this work, but don't want to rehash certain processes (e.g., NOFA funding)
- VI. **Discussion of any items from CCICH meeting**
  - Should encourage more consumer involvement in main CCICH meeting—have an agenda item to discuss Consumer Advisory Board projects underway
  - Can set a "Special Meeting" with 96 hours notice
    - i. Will send out Doodle poll—looking at first week of October?
    - ii. Can have in Homeless Programs conference room
    - iii. Action Items: NOFA process, Board nominations, Strategic Planning framework
    - iv. Discussion: roles and responsibilities, meeting schedules