

## Minutes from May 26, 2009 Meeting of the Planning Oversight Committee



### Members Attending:

- Alliance for African Assistance, Barbara T. Hansen
- Catholic Charities, Robert Moser
- City Heights Wellness Center, Lisa Vandervort
- Employee Rights Center, Alor Calderon
- La Maestra Community Health Centers, Zara Marselian
- Latinos y Latinas en Accion, Monica Rocha-Leyva
- Proyecto Casas Saludables, Genoveva Aguilar
- San Diego Futures Foundation, Charlene Browne
- SDSU College of Education, Audrey Hokoda
- Springfield College, Bill Oswald
- Horn of Africa, Abdi Mohamoud

### Staffing:

- Colin Mathewson, Mid-City CAN Coordinating Council member
- Nohelia Patel, interpreter

### Introductions and Big Results Document

After brief introductions, Steve Eldred of The California Endowment (TCE) shared a one-page document that organizes the 10 outcomes into 4 “big results.” Mid-City CAN will plan to make this document public within the next few days. He also encouraged the committee to think outside of these outcomes in creating its plan, but reiterated that TCE will only be able to fund within these outcome areas.

### Guiding Principles for the Planning Process

Committee members brainstormed the following guiding principles, with accompanying practices, to guide the planning process design:

- **Inclusion of ALL stakeholders and cultural competency:** important to provide language interpretation, material translation, child care and food at meetings
- **Sustainability of these efforts beyond the time frame of the initiative**
- **Responsive to community members’ lived experiences:** important to include community members in the leadership and facilitation of the planning process, and offer leadership development opportunities
- **Asset- rather than problem-based in approach**
- **Evidence-based, thoughtful in its approach to evaluation:** important to develop baseline data, use ongoing measurable indicators, and employ multiple data collection methods
- **Willingness to be flexible based on what we’re learning from our evaluation work**
- **Collaboration instead of competition:** start with existing collaborative networks
- **Risk-taking and creativity, particularly in our focus on systems change and the enhancement of service quality and effectiveness**

### **Conceptualizing the Planning Process: Momentum Teams**

Using the guiding principles above, committee members brainstormed the structure of the planning process on a conceptual level. Members agreed to organize the main planning process content-based work within the four big results framed by TCE. One “momentum team” (Mid-City CAN’s name for a collaborative group of community members and other stakeholders that meet to make good things happen) will be tasked with each of these four areas, and ought to be:

- Staffed by Mid-City CAN (meeting logistics, child care, interpretation/translation, agenda and notetaking)
- Co-led by community members and other organizational stakeholders; each momentum team will be responsible for developing its own leadership
- Responsible for developing its own timeline and work plan; identifying and reaching out to those who are not yet at the table, but should be; and identifying its members’ training and leadership development needs
- Open to a range of meeting times, formats, and channels for input and discussion (ie regular meetings during the day, less formal gatherings on weekends or weekday evenings, one-on-one meetings with key stakeholders and community members, use of technology, etc).
- Expected to send representatives to report to the Networking Council monthly to update others participating in the initiative on the work of their team; and report back to their team regarding other team updates

### **Conceptualizing the Planning Process: Community Member Outreach**

Committee members first discussed the definition of a “resident,” and for the time being came to the understanding that residents should be referred to as “community members.” Community members are primarily those who live within the geographic boundaries of this initiative, but may also include those who self-identify as a community member. This will be an issue that will be further discussed during the planning process.

Committee members believed in the value of “house meetings” (small group gatherings at private residences, schools, parks, place of worship, etc. for the purpose of outreaching to a specific group) to create safe and appealing spaces to introduce this initiative to community members. These house meetings ought to:

- Provide stipends for hosts for these events
- Have similar agendas and measurable objectives across the different communities targeted for outreach
- Target all of City Heights racial and ethnic communities, youth, and seniors
- Be organized by community-based organizations using their existing networks of community members in order to expand their constituent base and strengthen its leadership capacity

### **Next Meeting**

Mid-City CAN will send a more detailed proposal based upon the committee’s input for their review and revision before the next and final meeting of the committee. In addition, the budget for the initiative will be discussed and finalized.