

Healthy Works / Community Transformation Grant (CTG) Leadership Team Meeting Minutes

Wednesday, September 12, 2012, 2:00pm – 4:00pm

Agenda Item	Presenter	Discussion	Action Items
Welcome and Introductions	Supervisor/Chair Pam Slater-Price	Meeting Purposes: <ul style="list-style-type: none"> • Learn more about CTG SANDAG activities and the County's Procurement process. • Obtain feedback from Leadership Team members 	None
Follow-up on Action Items	Dr. Wooten	<ul style="list-style-type: none"> • Updates to website emailed • Action Institute being planned • Meetings extended to 2 hours • Update for each strategic direction • County procurement processes and parameters • Coordination of school food procurement regionally • Providing parents with information about packing school lunches 	None
CTG Intervention Updates	Lindsey McDermid	Contracts/Sole Source Strategic Direction 1: Tobacco-free Living <ul style="list-style-type: none"> • Smoke-free Multi-Unit Housing (RFP: \$200,000) <ul style="list-style-type: none"> ○ 8/14/12-RFP posted on BuyNet ○ 9/17/12-Proposals due Strategic Direction 2: Active Living & Healthy Eating <ul style="list-style-type: none"> • Farm to Institution & Urban/Rural Agriculture (RFP: \$300,000) <ul style="list-style-type: none"> ○ Oct 2012-Tentative posting to BuyNet • School meals (SDUSD: \$150,000) <ul style="list-style-type: none"> ○ Sep 2012-Tentative execution • MVPA in PE & PA in school (CVESD \$150,000) <ul style="list-style-type: none"> ○ Fall 2012-Tentative approval • Regional SRTS planning (SANDAG: \$100,000) <ul style="list-style-type: none"> ○ 7/1/12-Contract executed • Public Health and Wellness Planning & Regional Monitoring for PA and Public Health (SANDAG: \$200,000) <ul style="list-style-type: none"> ○ 7/1/12-Contract executed Strategic Direction 3: Clinical and Community Preventive Services <ul style="list-style-type: none"> • Blood Pressure and Cholesterol Levels (RFP: \$200,000) <ul style="list-style-type: none"> ○ Fall 2012-Tentative posting to BuyNet • Worksite Wellness (RFP: \$80,000) <ul style="list-style-type: none"> ○ Oct 2012-Tentative posting to BuyNet Strategic Direction 5: Healthy and Safe Physical Environment <ul style="list-style-type: none"> • Complete Streets (SANDAG: \$100,000) 	None

		<ul style="list-style-type: none"> ○ 7/1/12-Contract executed ● Health Benefits & Impacts Analysis (SANDAG: \$100,000) ○ 7/1/12-Contract executed <p>Interventions (Internal)</p> <p>Strategic Direction 1: Tobacco-free Living</p> <ul style="list-style-type: none"> ● Smoke-free worksite policies ● Procurement policies <p>Strategic Direction 2: Active Living and Healthy Eating</p> <ul style="list-style-type: none"> ● Worksite Breastfeeding/Lactation policy <p>Strategic Direction 4: Social and Emotional Wellness</p> <ul style="list-style-type: none"> ● Home visitation <p>CTG Communications</p> <ul style="list-style-type: none"> ● Strategic Communications <ul style="list-style-type: none"> ○ Increase awareness about needs and CTG efforts 	
SANDAG Presentation	CTG Strategic Directions 2 & 5	See attached PowerPoint presentation	
Group Discussion:		<ul style="list-style-type: none"> ● First instance that such a comprehensive approach to a partnership between region's transportation agency and public health agency. ● Interactive Process: Community group can access by zip code. ● Healthy community atlas: ongoing funding to keep information up-to-date? ● Plans for moving healthy impact assessments forward, creating more capacity within SANDAG members: is that part of CTG funding? Received funding from CalTrans ● Focus of Complete Streets; priority of bike lanes (painted lines) v. bike paths (complete separation of cars and bicycles)? Good example: Hwy 56 ● "Sharrows" shared lanes for cars and bikes ● SANDAG implementing regional bikeway projects 	None
County's Procurement Process	Nick Macchione Rick Wanne	See attached PowerPoint presentation	
Questions & Answers		<ul style="list-style-type: none"> ● Encourage members of committee to participate in SSCs or Industry Days. ● When contract is awarded, explain why. ● Procurements take an average of 6 months to complete. ● Provide information on the CTG website regarding the process of procurement. ● Opportunity to partner with contractors to receive feedback. ● Industry Day is used to gain input from the community. ● County of San Diego follows the Federal Acquisition Rules with no deference to funding source. 	<ul style="list-style-type: none"> ● When contract is awarded, explain why. ● Provide information on the CTG website regarding the process of procurement.
Member	Dr. Wooten	Local Action Institute	

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Engagement		<ul style="list-style-type: none"> • Team members familiarize themselves with other team members • Learn more about CTG efforts • Strategize opportunities to use members' strengths 	
Group Discussion:		<p>Q: Would the contractors be at the action institute?</p> <p>“Our vision is that all of the stakeholders involved, it would be the Leadership Team members, staff, contractors as well would be involved in the action institute.”</p> <p>Q: “It would be nice to have an opportunity to re-contract and re-select interest because honestly, I don’t remember what I said, and I’ve learned a lot over just the last two leadership meetings, so it would be great to have an opportunity to perhaps rethink, what I may have said...”</p> <p>Wooten: “I wanted to address that particular point. Each of you will be assigned a staff that will work with you, provide information to you, and it’s not just a, that was not just a one-time incident where we obtained the information, but we will be connecting with you throughout the life of your again tenure, and between now and the action institute, so we will definitely be looping back with you.”</p>	<ul style="list-style-type: none"> • Staff will be in communication with assigned LT members on a periodic basis to keep them updated and engage them in addition to seeking their input/help in planning the Action Institute.
Meeting Adjournment	Dr. Wooten	<p>Upcoming meetings:</p> <ul style="list-style-type: none"> • Wednesday, December 12, 2012 9:00AM-11:00AM 	