MINUTES

Yamhill COMMUNITY CARE

CAC Meeting / de la reunión
Tuesday, July 9, 2024 5:00 P.M. – 7:00 P.M.

Facilitator / Facilitadora: Shanna Moon
Scribe / Escriba: Deedee Bloomer

Location: Hybrid **Lugar:** **Dial-In:** **Llamar a la reunión:**	**Zoom Meeting** / Reunión de Zoom https://zoom.us/j/83722298812 Or In-Person at: 819 NE 3rd St., McMinnville OR 97128 **Meeting ID / ID de la Reunión:** 837 2229 8812 **Dial in / Llamar:** +1 346 248 7799 Cell Phone controls / Controles del teléfono celular: Press / Presione: *6 mute(silenciar) / unmute(reactivar el micrófono) *9 raise your hand(para levantar la mano)
Attendees: ***Denotes absent** **Asistentes:** ***Denota ausente**	Alejandra Cortes, Alisha Overstreet, Cassie MacPherson, *Dan Cushing, *DeAnn Carr, Deedee Bloomer, Emily Johnson, *Guadalupe Vega, *Hope Caldwell, Jeff White, *Jeanne McCarty, *Jenefar de Leon Cossey, Jenna Harms, *Jennifer Laine, *Jill Roe, Kristty Zamora-Polanco, *Larry Soderberg, Laura Bivens, *Maribel Dobbins, Rachel Flores, *Rosio Hernandez, *Seamus McCarthy, Shela Pennington, Shanna Moon, *Shannon Buckmaster, Shay Mooster, Suey Linzmeier, Tyler Hartman, Danielle Russell, Manda Palmertree Spanish Interpreter – Maria Layne, Marco -Unsure of Last Name
Review Materials: **Revisiónde Materiales:**	• Agenda / Programa • Executive Brief / Resumen ejecutivo
Meeting Norms: **Normas de la reunión:**	**CARE** **C**ourtesy: respecting time & each other **A**genda: staying on topic **R**oles: taking responsibility, prepare by reviewing materials **E**valuation: meeting the goal and following norms ATENCIÓN Cortesía: respetar el tiempo y a los demás Programa: mantenerse en el tema de la conversación Papeles: asumir responsabilidad, prepararse revisando los materiales Evaluación: alcance de objetivos y cumplimiento de las normas

(A) Action / Acción, (D) Decision / Decisión, (I) Informational / Informativo, (P) Presentation or Handout / Presentación o Folleto

Time	Topic(s)	Details / Notes / Action Items	Name
5:00 P.M. (10 min.)	**Welcome Bienvenidos**	Welcome/Tech/Warm up – Ice Breaker Review Agenda	All

Time	Topic(s)	Details / Notes / Action Items	Name
5:10 P.M. (5 min**.)**	**Updates**	Guest Welcome – Guest did not attend Language Access follow up item – Lack of Spanish message during customer service call center greeting At the last CAC meeting it was brought to attention that there was no message prompting Spanish speakers to press any button to talk to a Spanish customer service person, leading to hangups and no resolution of possible issues for Spanish speakers. This was discussed further in the Member Advocacy Subcommittee. A phone tree for Spanish speaking members is currently in the works • PH Tech Contact Center Call Flow Sheet shared on screen • Requirements for number of clicks or steps that a person has to go through to reach a Spanish customer service member needs to meet quality statistics and standards compared to reaching the English customer service member • Any other language caller, other than English or Spanish, need to go into a separate interpreter outreach to bring in telephonic interpreters. o Hard to get through a phone tree Next steps are to go over the call scripts and understand what the experience might be if someone speaks another language.	Shanna Moon
5:15 P.M. (30 min**.)**	**Orientation**	Robert's Rules Robert's Rules of Order: Quick Guide slide deck shared on screen • CAC members discuss Robert's Rules and the steps in making a motion during a CAC meeting. • Group practices calling a motion and voting ***Action Item:*** Suey to forward language on Roberts Rules from the Policy Council from Head Start The next step is to have the group spend some time thinking about what process of decision making they feel strongly about and have the CAC group make a decision on the process at the next CAC meeting. • The CAC Planning team can make a short list of things that require a more formal vote before the next CAC meeting.	Shanna Moon Emily Johnson

Time	Topic(s)	Details / Notes / Action Items	Name
5:45 P.M. (15 min**.**)	**Funding Vote**	CAC Approval for Tier 1 projects, Recommendations to BoD Chip Funding Considerations: Round 2 • Funds leftover - $57,926. The CAC group would like to continue to pend the $782 to The Bridge Learning Community for now and have further discussions. The internal Staff Grant Review Committee reviewed every application that was not recommended for funding and would like to recommend funding the Grand Sheramina Food Pantry with the leftover $57,926 CHIP funds. • Serves the largest number of people in Yamhill County • Already established program that is growing • Smaller funding ask overall, so will have bigger impact • Pantry also hoping to offer other service information from different organization to people in need Discussion or comments: • Other projects have so much overhead built into the ask • Grand Sheramina is the most bang for the buck • They have been in the West Valley for a very long time, and they have a lot of volunteers, a lot of support, and a lot of people use their services Jeff, Chair makes a motion to apply the remaining CHIP funds to the Grand Sheramina Food Pantry project • All voting members of the CAC in attendance are in favor but one • One abstention Group votes to award the remaining $57,926 CHIP funds to the Grand Sheramina Food Pantry	Shanna Moon Jeff White
6:00 P.M. (15 min.)	**CAC Nominations**	Co-chair overview CAC group reviewed the co-chair duties and amount of time required of a co-chair during the month • One hour of additional time for CAC Planning meeting • Up to an additional hour of time for reading materials • 2 year term but no limit on how many terms you serve The nomination process will be to let Emily and/or Shanna	Emily Johnson

Time	Topic(s)	Details / Notes / Action Items	Name
6:00 P.M. (15 min.)	**CAC Nominations**	know you would like to be considered for the co-chair position by an email, phone call, or in-person conversation. No CAC member nominations were noted during this meeting. • Voting for second co-chair will take place at the next CAC meeting in September.	Emily Johnson
6:15 P.M. (5 min.)	**CAC August**	CAC August Meeting - Vote Historically, the CAC has not had an August meeting. • Group consensus is to skip this August meeting.	Shanna Moon Jeff White
6:20 P.M. (20 min.)	**Health Equity Plan Update**	Health Equity Plan update Health Equity Plan Progress Report 2024 slide deck shown on screen • Group discussed the Health Equity Definition from OHA and the use of age data	Emily Johnson
6:40 P.M (10 min.)	**OHA Update(s) Registro y actualizaciones**	Innovator Agent Innovator Agent Update slide deck shared on screen • OHP Bridge is now live • OHA moving away from the Prioritized List with a funding line – effective January 1, 2027	Kristty Zamora-Polanco
6:50 P.M. (10 min.)	**Early Learning Updates**	Service Integration Specialist • Maribel not in attendance today *Action Item:* Shanna will email out the Early Learning Updates	Maribel Dobbins

6:55 P.M. (5 min.)	**Action Item Update(s) and Review**	Reminders (Recordatorio)
		Captured Action Items (Capturar los puntos de acción)
		• Suey to forward language on Roberts Rules from the Policy Council from Head Start to Emily and Shanna
		• Shanna will email out the Early Learning Updates
		   o Cooling Centers
		   o Family Picnics
		   o YCCO Hiring Community Health Workers
		
		7/10 Update: Flyers have been sent out to the CAC Community.
			Deedee Bloomer

7:00 P.M.	**Adjourn Cierre**	For the Good of the Order (Por el bien del orden)	Shanna Moon

Next CAC Meeting: September 10, 2024

Respectfully submitted,
Deedee Bloomer, YCCO Integrated Systems Coordinator