

# MINUTES



CAC Meeting / de la reunión

Facilitator / Facilitadora: Shanna Moon

Tuesday, September 10, 2024 5:00 P.M. – 7:00 P.M.

Scribe / Escriba: Deedee Bloomer

<b>Location:</b> Hybrid <b>Lugar:</b>  <b>Dial-In:</b> <b>Llamar a la reunión:</b>	<b>Zoom Meeting / Reunión de Zoom</b> <a href="https://zoom.us/j/83722298812">https://zoom.us/j/83722298812</a> Or In-Person at: 819 NE 3rd St., McMinnville OR 97128  <b>Meeting ID / ID de la Reunión:</b> 837 2229 8812 <b>Dial in / Llamar:</b> +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)				
<b>Attendees:</b> <b>Asistentes:</b> *denotes absent	*Alejandra Cortes, Alisha Overstreet, Cassie MacPherson, *Dan Cushing, *DeAnn Carr, Deedee Bloomer, Emily Johnson, *Guadalupe Vega, *Hope Caldwell, Jeff White, Jeanne McCarty, Jenefer 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, Beto Reyes, Caitlin Nemeth, Dawn Sport, Spanish Interpreter – Maria Layne				
<b>Review Materials:</b> <b>Revisión de Materiales:</b>	<ul style="list-style-type: none"> <li>• Agenda / Programa</li> <li>• Executive Brief / Resumen ejecutivo</li> </ul>				
<b>Meeting Norms:</b> <b>Normas de la reunión:</b>	<table border="0"> <tr> <td><b>CARE</b></td><td> <b>Courtesy:</b> respecting time &amp; each other  <b>Agenda:</b> staying on topic  <b>Roles:</b> taking responsibility, prepare by reviewing materials  <b>Evaluation:</b> meeting the goal and following norms </td></tr> <tr> <td><b>ATENCIÓN conversación</b></td><td> <b>Cortesía:</b> respetar el tiempo y a los demás  <b>Programa:</b> mantenerse en el tema de la  <b>Papeles:</b> asumir responsabilidad, prepararse revisando los materiales  <b>Evaluación:</b> alcance de objetivos y cumplimiento de las normas </td></tr> </table>	<b>CARE</b>	<b>Courtesy:</b> respecting time & each other <b>Agenda:</b> staying on topic <b>Roles:</b> taking responsibility, prepare by reviewing materials <b>Evaluation:</b> meeting the goal and following norms	<b>ATENCIÓN conversación</b>	<b>Cortesía:</b> respetar el tiempo y a los demás <b>Programa:</b> mantenerse en el tema de la <b>Papeles:</b> asumir responsabilidad, prepararse revisando los materiales <b>Evaluación:</b> alcance de objetivos y cumplimiento de las normas
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(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.)	<b>Welcome</b> <b>Bienvenidos</b>	Welcome/Tech/Review Agenda – Ice Breaker <ul style="list-style-type: none"> <li>• The CAC welcomes Dawn Sport as a guest and potential new CAC member</li> </ul>	All

Time	Topic(s)	Details / Notes / Action Items	Name
5:10 P.M. (5 min.)	Vote	<p>CAC Co-Chair Voting</p> <p>Jeff White has been the single co-chair for the past year as the second co-chair seat has remained unfilled. At the last CAC meeting Jeff opened the floor for co-chair nominations, none given at that time. CAC members were encouraged to email or call Shanna and/or Emily for nominations.</p> <ul style="list-style-type: none"> <li>• Rachel Flores sent in a nomination for co-chair</li> <li>• Moment taken for any other nominations, none made</li> </ul> <p>The CAC needs a formal vote for a second co-chair</p> <ul style="list-style-type: none"> <li>• Jeff opened a motion to nominate Rachel Flores for co-chair</li> <li>• Alisha second the motion</li> <li>• All in agreement to elect Rachel Flores for CAC co-chair</li> <li>• No objections</li> </ul>	Emily Johnson Jeff White
5:15 P.M. (30 min.)	CHIP Progress Report	<p>Collaborative Community Health Improvement Plan Progress Report Update</p> <p>Slide deck shared on screen and available in the handout packet</p> <p>Want to push out to a 9 year cycle</p> <p>Social Determinates of Health</p> <p>Goal - Want to make this an iterative and continuous process</p> <p>Next cycles starts in 2027</p> <p>Highlights of work done</p> <ul style="list-style-type: none"> <li>• Funded different programs</li> <li>• Supported childbirth education</li> <li>• Nutrition classes in Spanish</li> <li>• Veggie Rx Pilot for pregnant individuals</li> <li>• Food pantry builds/capital improvements</li> <li>• Bagged lunch program</li> <li>• Tribal Transitional Housing program</li> <li>• Responder Life Peer support program</li> <li>• Vehicle purchases for program expansion</li> <li>• Transportation for Survivors of DA</li> </ul>	Shanna Moon Emily Johnson
5:45 P.M. (20 min.)	CAC Feedback	<p>Recruitment Flyer Feedback</p> <p>Recruitment flyer shown on screen for review. The flyer is intended to recruit new members and content will need to be</p>	Jenefar de Leon Cossey

Time	Topic(s)	Details / Notes / Action Items	Name
5:45 P.M. (20 min.)	CAC Feedback	<p>reviewed by OHA</p> <p>Feedback:</p> <ul style="list-style-type: none"> <li>• Too wordy, no pictures</li> <li>• Like the design – note BOLD 2 hours a month</li> <li>• Font feels like its yelling at you – minimize all capitals</li> <li>• Is there a dyslexia friendly version?</li> <li>• Half sheet version possible</li> <li>• One language on one document to avoid confusion</li> </ul> <p>Need to narrow down the “What” section on the flyer to one bullet point</p> <ul style="list-style-type: none"> <li>• Group was asked to define a “What” bullet point for the flyer and send it to Emily and Shanna with in the next few days.</li> </ul> <p><b>Action Item:</b> Compile all of the CAC recruitment language and send it to Jenefar</p> <p>Next step is to take feedback from group and make edits to the flyer</p> <p>Preferred Language Cards from OHA to be updated Half sheet Translated to all languages in Yamhill County</p> <p>To have them in clinics At community events with non-English speaking</p> <p>Deaf and Hard of hearing card from OHA can be translated into braille.</p>	<p>Shanna Moon</p> <p>Shay Mooster</p>
6:05 P.M. (30 min.)	Policy Review	<p>Member Rights and Protections Policy (Cheat Sheet for member facing policies)</p> <p>Group discussed the length of the policies</p> <p><b>Action Item:</b> Add disclaimer to YCCO website about policy summaries.</p>	Emily Johnson

<b>Time</b>	<b>Topic(s)</b>	<b>Details / Notes / Action Items</b>	<b>Name</b>
<b>6:05 P.M.</b> (30 min.)	<b>Policy Review</b>	Summary of longer policy – it does not say it's a summary, needs to say it. <ul style="list-style-type: none"> <li>• How would we explain this on the website?</li> <li>• At the next meeting – take time to review further</li> </ul>	Emily Johnson
<b>6:35 P.M.</b> (20 min.)	<b>Community Relations Update</b>	Social Media 101: Your Complete Guide to Social Media Basics  This slide deck has been shared with the CAC before, this is a refresher for the new members 5 recruitment leads in under a month from social media  Beto For the month of June to August 1300 touch points in 3 month, most in McMinnville  One on one meetings with all CAC member by Beto Open invitation for meeting with Beto at any time  Trying to make the meeting more accessible for all members. Want to hear about barriers to get to the CAC meeting.	Jenefar de Leon Cossey Beto Reyes Shanna Moon
<b>6:55 P.M.</b> (0 min.)	<b>OHA Update(s) Registro y actualizaciones</b>	No discussion – Out of time	Kristty Zamora-Polanco
<b>6:55 P.M.</b> (0 min.)	<b>Early Learning Updates</b>	No discussion – Out of time	Maribel Dobbins
<b>6:55 P.M.</b> (5 min.)	<b>Action Item Update(s) and Review</b>	<b>Action Items</b> <ul style="list-style-type: none"> <li>• Add disclaimer to YCCO website about policy summaries</li> <li>• Compile all of the CAC recruitment flyer language and send it to Jenefar de Leon Cossey</li> <li>• Email out any EL HUB and OHA IA Updates</li> </ul>	Deedee Bloomer
<b>7:00 P.M.</b>	<b>Adjourn Cierre</b>	For the Good of the Order (Por el bien del orden)	Shanna Moon

**Next CAC Meeting: October 8, 2024**

*Respectfully submitted,*  
*Deedee Bloomer, YCCO Integrated Systems Coordinator*