



## **Executive Committee Meeting Agenda**

December 3, 2014, 9:00 a.m. to 10:00 a.m.

575 Administration Drive, Community and Government Affairs Conference Room

*All supporting documents are available at [www.UpstreamInvestments.org](http://www.UpstreamInvestments.org) and at the Board of Supervisors office at 575 Administration Drive, Room 100A, Santa Rosa, CA, during normal business hours. For accessibility assistance with this agenda or supporting documents, please e-mail [Upstream@schsd.org](mailto:Upstream@schsd.org) or call 707.565.5800.*

<b>9:00</b>	<b>Welcome, introductions, agenda, minutes ACTION ITEM</b>	<i>Jerry Dunn</i>
<b>9:05</b>	<b>Portfolio &amp; publication update</b>	<i>Angie Dillon-Shore</i>
<b>9:10</b>	<b>Upstream rebranding review</b>	<i>Angie Dillon-Shore</i>
<b>9:20</b>	<b>Upstream business outreach</b>	<i>Oscar Chavez</i>
<b>9:30</b>	<b>Brown Act guidelines for remote meetings</b>	<i>Angie Dillon-Shore</i>
<b>9:40</b>	<b>Policy Committee review</b>	<i>Oscar Chavez</i>
<b>9:55</b>	<b>Public comment</b>	
<b>10:00</b>	<b>Adjourn</b>	

January 5, March 2,  
April 6, June 1,  
July 6, September 14,  
October 5, December 7

*All meetings are from 9 – 10:00 am*

**Upstream Investments Executive Committee 2015 Meeting Schedule**



Wednesday, September 3, 2014 Executive Committee Meeting Minutes

9:00 a.m. – 10:00 a.m.

575 Administration Drive, Community and Government Affairs Conference Room

Attendees (listed alphabetically)

Angie Dillon-Shore, Human Services Department (Project staff)  
 Cynthia King, Human Services Department (Project staff)  
 Efren Carrillo, Board of Supervisors  
 Jerry Dunn, Human Services Department  
 Jill Ravitch, District Attorney  
 Joni Thacher, Human Services Department (Project staff)  
 Oscar Chavez, Human Services (Project leader)  
 Rita Scardaci, Department of Health Services

Steven Herrington, Sonoma County Office of Education  
 Tim Reese, Community Action Partnership

Not Present (listed alphabetically)

Beth Brown, Community Foundation

Topic	Discussion	Decision	Next Steps
<b>Welcome, Introductions, Minutes</b>	Jerry welcomed everyone and reviewed the agenda. Could we meet via conference call?	None	Staff will research the possibility of conducting future meetings via conference call.
<b>Portfolio Updates</b>	<b>Angie gave an update on the Portfolio and technical assistance.</b> <ul style="list-style-type: none"> <li>There are 25 Tier 1 programs, 27 Tier 2 programs, and 21 Tier 3 programs. These represent 141 local organizations.</li> <li>Staff will be offering workshops in all supervisorial districts. They will also be hosting topic themed learning circles.</li> </ul>	None	None
<b>November Publications</b>	<b>Angie reviewed upcoming publications.</b> <ul style="list-style-type: none"> <li>Survey Report, Community Report, Funder’s Guide, Champion’s Toolkits</li> <li>Can we demonstrate an increase in participation? An increase in investment?</li> <li>Maybe the release of the Champions Toolkits could correspond with a “Champions for Change” week?</li> <li>We’ve seen focused change from the Vintners. They’re directing money to education instead of sprinkling it across causes.</li> </ul>	None	None
<b>Policy Committee</b>	<b>Joni summarized the plan for adding youth seats to the Policy Committee.</b>	None	Staff will take the

Topic	Discussion	Decision	Next Steps
<b>Youth Seats</b>	<ul style="list-style-type: none"> <li>Executive Committee will approve process documents and application procedures as necessary.</li> </ul>		next steps to add youth seats to the Policy Committee.
<b>Policy Committee Participation</b>	<p><b>There are several Policy Committee members that are consistently absent and others that only come sporadically.</b></p> <ul style="list-style-type: none"> <li>Requiring participation would cause some organizations to pull support.</li> <li>Health Action doesn't have a policy for removal.</li> <li>Reach out to members before and after meetings. They need a phone call from Jerry or Oscar to find out why they're not participating.</li> <li>Health Action has a nomination and interview process.</li> </ul>	None	Jerry and Oscar will follow up with Policy Committee members.
<b>Public Comment</b>	None	None	None
<b>Minutes/Adjourn</b>	<p>Vote to approve the minutes. Minutes approved.</p> <p>9:40 a.m.</p>	<p>Move to approve the minutes: Steve Second: Rita</p> <p>Yes: 6 No: 0 Abstain: 0</p>	None