



Executive Committee Meeting Agenda

September 7, 2016, 9:00 a.m. to 10:00 a.m.

Family Justice Center, 2755 Mendocino Ave, Santa Rosa

All supporting documents are available at 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 or call 707.565.8797.

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| 9:00 | Welcome, introductions, agenda, minutes ACTION ITEM | <i>Jerry Dunn</i> |
| 9:05 | Staff update | <i>Joni Thacher</i> |
| 9:10 | Update on Progress Report Presentation to Board of Supervisor
<i>Inform Executive Committee on staffing outcome and next steps</i> | <i>Oscar Chavez</i> |
| 9:25 | Policy Committee Strategic Planning Process
<i>Establish priority areas for strategic planning</i> | <i>Oscar Chavez</i> |
| 9:55 | Public comment | |
| 10:00 | Adjourn | |

Upstream Investments Executive Committee 2016 Meeting Schedule

All meetings are from 9:00 – 10:00 am at the Family Justice Center

October 5, December 7



Monday, July 18, 2016 Executive Committee Meeting Minutes

1:30 p.m. – 2:30 p.m.

Family Justice Center

Attendees (listed alphabetically)

- Jerry Dunn, Human Services Department
- Jill Ravitch, District Attorney
- Joni Thacher, Human Services Department (Project staff)
- Helen Simi, Human Services Department (Project staff)
- Oscar Chavez, Human Services (Project leader)
- Steven Herrington, Sonoma County Office of Education
- Tim Reese, Community Action Partnership

Not Present (listed alphabetically)

- Barbie Robinson, Department of Health Services
- Beth Brown, Community Foundation
- Susan Gorin, Board of Supervisors

Topic	Discussion	Decision	Next Steps
Welcome, Introductions, Minutes	<p>Jerry welcomed everyone and reviewed the agenda.</p> <p>Motion to approve the minutes was made by Jill Ravitch and seconded by Tim Reese.</p>	<p>Move to approve the minutes: Yes: 4 No: 0 Abstain: 0</p>	None
Staff update	<p>Joni provided an update on the Portfolio and technical assistance.</p> <p>There are currently 95 programs on the Portfolio. 4 programs are currently under review this month.</p> <p>Since April 6, we've had 4 applications approved to the Portfolio, including the addition of 3 unique programs:</p> <ul style="list-style-type: none"> • Seeking Safety– Tier 1 – COTS • Teen Triple P (Primary 3) – Tier 1 – Sunny Hills Services • Operation Access– Tier 2 – Bridging the Healthcare Gap in Sonoma County • Summer Reading & Writing Academy – Tier 3 – Sonoma Valley Education Foundation obo Sonoma Valley Unified School District 	None	None

Topic	Discussion	Decision	Next Steps
<p>2014 – 16 Progress Report and Next Steps – ACTION ITEM</p>	<p><i>Approve Progress Report for submission to the Board of Supervisors</i></p> <p>Oscar led the review and discussion on the final Progress Report and Recommendations draft.</p> <p>Timeline to Board Presentation:</p> <ul style="list-style-type: none"> • A workgroup was established of 3 representatives from PC and met for 1.5 hours on June 20th to: <ul style="list-style-type: none"> • Review draft BOS report • Provide conceptual edits • Recommend approval of final report by Executive Committee • The workgroup has approved this Board Report with formatting changes which have been incorporated into this final version. • Execs Committee to provide feedback and approve today for final submission to CAO’s office on 7/27. • Policy Committee will receive a final copy prior to Upstream presenting at the Board meeting on August 30. <p>The Report’s achievements and next steps include:</p> <p>Section I:</p> <ul style="list-style-type: none"> • Achievement: <i>Partnered with aligned County-Wide initiatives</i> • Recommendation: <i>Expand and deepen collaboration with Health Action.</i> • Recommendation: <i>Adopt the Human Development Index (HDI) used in the Portrait of Sonoma as long term indicators of progress.</i> <p>Jill: I note that we have to prioritize technical assistance because we do not have enough capacity. Is this a signal that we need to ask for an increase in staff and do we address that in the report?</p> <p>Oscar: Yes, we do request an increase in staffing to increase our support to organizations applying to the Portfolio.</p> <p>Section II:</p> <ul style="list-style-type: none"> • Achievement: <i>Aligned local funding to expand Upstream programs</i> • Achievement: <i>Refined the Portfolio process</i> • Achievement: <i>Began integration of Upstream principles across County departments</i> 	<p>Move to approve the 2014 – 2016 Progress Report and 2017 – 2020 LFA & Staff Recommendations:</p> <p>Yes: 4 No: 0 Abstain: 0</p>	<p>None</p>

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	<ul style="list-style-type: none"> • Recommendation: <i>Reassess the roles and processes of the Portfolio Review Committee.</i> • Recommendation: <i>Expand technical assistance for service providing organizations and County departments.</i> <p>Tim: I want to reiterate that with CAP, I see that the more we are involved in the process, the more we support the culture and the changes.</p> <p>Jerry: There is an appendix at the end of the report that captures other county programs that are preventative and upstream in nature even though they do not reside on the Portfolio. We support strong, evidence-informed programming regardless of if they are on the Portfolio.</p> <p>Section III:</p> <ul style="list-style-type: none"> • Achievement: <i>Expanded the Upstream Investments outreach campaign.</i> • Achievement: <i>Convened learning communities.</i> • Recommendation: <i>Continue to expand the Upstream Investments outreach campaign.</i> <p>Section IV:</p> <ul style="list-style-type: none"> • Achievement: <i>Developed an understanding of the impact of evidence-informed practices on clients.</i> • Achievement: <i>Targeted outreach to Sonoma County School Districts</i> • Achievement: <i>Facilitated capacity building to measure shared outcomes.</i> • Recommendation: <i>Expand resources and continue to build community capacity for shared measurement.</i> <p>Oscar clarified the distinction between evidence-based and evidence-informed practices.</p> <p>Steve: The State Board will come up with standards for measurements of success. I fear we will create something contradictory to that. I also want to clarify that the blanket memorandum is to work cooperatively, not to share information, because the information is already open.</p> <p>Oscar: We needed parent consent to enter the information into our Apricot database and allow access to other agencies, such as schools and probation, to access that information.</p> <p>Section V:</p> <ul style="list-style-type: none"> • Achievement: <i>Cultivated champions among local leaders.</i> 		

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	<ul style="list-style-type: none"> Recommendation: <i>Promote Active stewardship by revisiting Policy Committee mission, governance structure and purpose.</i> <p>Oscar: This recommendation really calls for developing a strategic planning process with the Policy Committee.</p> <p>Steve: Be mindful that the Board has and will continue to turn-over and that they may not know or support the Resolution of Alignment and the Upstream initiative overall.</p> <p>Jerry: Small organizations find it difficult to get onto the Portfolio and struggle to find the justification to invest time and capacity into the process.</p> <p>Oscar: Although this can be true of smaller organizations, we continue to look for ways to support our smaller organizations in increasing the strength of their programs and showing them the importance of being able to capture and articulate their outcomes. They still need to be able to show proven outcomes to be competitive for funding or they can consider teaming up with larger organizations to gain some capacity.</p> <p>Jerry: Can we add more specific objectives to the broader recommendation language?</p> <p>Oscar: In the Board Report, the recommendations are more specifically defined.</p> <p>Jerry: Should we add more specific metrics to be able to tell the Board how we will measure the next steps.</p> <p>Steve: We need some kind of road map for implementation of these recommendations.</p> <p>Oscar gave a brief overview of the speakers who will help present at the Board meeting on August 30: Carlos Ayala from SSU, Diana Kitamura from Santa Rosa City Schools and Karin Demarest from Community Foundation Sonoma County.</p> <p>Motion to approve the 2014 – 2016 Progress Report and 2017 – 2020 LFA & Staff Recommendations for submission to the Board of Supervisors was made by Steve Herrington and seconded by Jill Ravitch.</p>		
August Policy	<i>Review the draft Policy Committee Agenda for August 10.</i>	None	None

Topic	Discussion	Decision	Next Steps
Committee Agenda Planning			
Public Comment	None	None	None
Minutes/Adjourn	Meeting adjourned 2:35 p.m.	None	None