



Wednesday, February 11, 2015 Policy Committee Meeting Minutes  
 9:00 a.m. – 11:00 a.m.  
 3600 Westwind Blvd., Santa Rosa

**Attendees (listed alphabetically)**

Brian Staebell, District Attorney’s Office  
 Carley Moore, Drug Abuse Alternatives Center  
 Carol Simmons, Child Care Planning Council  
 Elece Hempel, Petaluma People Services  
 Gigi Mertle, Department of Child Support Services  
 Heidi Keith, Sheriff’s Office  
 Jen Lewis, DHS Health Action  
 Jerry Dunn, Human Services  
 Jim Nantell, Regional Parks  
 John Hartwig, Information Services Department  
 Joni Thacher, Human Services  
 Karin Demarest, Community Foundation  
 Kathleen Kane, Community Development Commission

Khaalid Muttaqi, Violence Prevention Partnership  
 Lisa Wittke Schaffner, John Jordan Foundation  
 Marianne McBride, Council on Aging  
 Michael Perry, Public Defender  
 Mike Kallhoff, United Way  
 Oscar Chavez, Project Manager  
 Robin Bartholow, North Coast Builder’s Exchange  
 Tim Reese, Community Action Partnership

Also attended: Jennifer O’Donnell, United Way of the Wine Country; Jessica Strange, VOICES; Mitch Findley VOICES, Karen Shimizu, Catholic Charities; Serena Lienau, City of Santa Rosa

Topic	Discussion	Decision	Next Steps
<b>Welcome, Introductions,</b>	Jerry welcomed the Policy Committee and facilitated introductions.	Motion to approve the minutes: Yes – 21 No – 0 Abstain - 0	None
<b>Progress Report</b>	Joni provided an update on recent presentations, publications and Portfolio additions.	None	None
<b>Authentic Youth Engagement</b>	Mitch and Jessica led an interactive presentation on how to authentically engage youth in a committee. True and Authentic Youth Engagement comes from: <ul style="list-style-type: none"> <li>• Adult Support – Creating a Solid Foundation</li> <li>• Meeting Structure – Youth-Friendly Meetings (food!)</li> <li>• Opportunity - Creating the Space</li> <li>• Creates benefits for youth and adults</li> </ul> Mitch facilitated several role playing activities to demonstrate what to do and what not to do when engaging youth on a committee. <ul style="list-style-type: none"> <li>• Don’t point the youth members out. Include them in normal introductions. Don’t talk for the youth,</li> </ul>	None	Youth will be interviewed and selected to sit on the Upstream Policy Committee.

Topic	Discussion	Decision	Next Steps
	<p>don't diminish the value of their input. It is important to create a jargon free environment.</p> <ul style="list-style-type: none"> <li>• If you think a youth might not understand, ask a question you already know the answer to.</li> <li>• Appoint a committee "translator."</li> <li>• Address the issues with the youth. Let them know it may take a while to understand what's going on.</li> <li>• Provide youth with mentors.</li> </ul> <p>Other suggestions to maximize youth engagement:</p> <ul style="list-style-type: none"> <li>• Put things on the table for people to fiddle with (play dough, pens, paper, etc.)</li> <li>• Keep people engaged. Break up the meeting with engagement activities.</li> <li>• Include experiential activities.</li> <li>• Incentivize by helping youth get food before or after the meeting with their mentor.</li> <li>• Give youth an opportunity to set the agenda at the beginning of a meeting. Allow them to be part of the structure and planning.</li> <li>• Use tools that are useful and friendly for youth. For example, allow phones in a meeting, it may be a tool for them to look up words they don't understand.</li> <li>• Make process agreements together.</li> <li>• Agenda prep should include places for youth participation.</li> <li>• Mentors can take youth out to lunch to discuss the upcoming meeting.</li> <li>• Assess the meeting structure to support different learning styles.</li> <li>• Change the meeting time.</li> <li>• Work with school districts to get permission for youth to attend during school hours.</li> <li>• Provide an Upstream guidance tool to help youth understand jargon, goals, etc.</li> </ul>		
<b>National upstream investments.</b>	<p>Oscar discussed how Upstream is aligned with national investments in evidence informed prevention and early education.</p> <ul style="list-style-type: none"> <li>• Pew-MacArthur Results First Initiative</li> <li>• Annie E. Casey Foundation – Race for Results</li> <li>• Too Small to Fail – Clinton Foundation's commitment to closing the literacy gap</li> <li>• Obama Administration Comprehensive Early Learning Agenda</li> <li>• Local initiatives working toward creating equal opportunity for all students to attend high quality preschool.</li> </ul>	None	None
<b>Adjourn</b>	Meeting adjourned at 11:00 a.m.	None	None