

## Innovative Partnerships Meeting Minutes

**Date:** November 17, 2022

**Start Time:** 10:30 AM

**End Time:** 12:30 PM

**Location:** Virtual Meeting (Zoom)

**CAPC Sacramento Host:** Mike Baldwin **Admin:** Jasmine Brosnan

Present	County	Representative
X	Alpine	Amy Broadhurst
X	Amador	Tracy Carlton
X	Calaveras	Robin Davis
X	El Dorado	Deanna Santana
X	Inyo	Rebecca Houle
	Mono	
	Nevada (East)	
X	Nevada (West)	Melody Easton Alyssa Burke
	Placer (West/South)	Kristina Darte
	Placer (North)	Beatriz Schaffert
X	Sacramento	Mike Baldwin
X	Sierra	Vickie Clark
	Sutter	Michele Blake Abbey Crook
	Tuolumne	Nancy Miner
X	Yolo	Guadalupe Lugo
X	Yuba	Norma Kupser

**Special Guests:** Barb DeGraff (Strategies TA), Elizabeth Johnson (OCAP)



## Meeting Minutes

Topic	Discussion	Action/Decision
<b>I. Welcome/Introductions</b>	<ul style="list-style-type: none"> <li>Welcome</li> <li>Introductions and check-in</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>II. OCAP Updates</b>	<ul style="list-style-type: none"> <li>Working on filling vacancies in the department</li> <li>Comprehensive Prevention Plan (CPP) submission date has been extended to July 30, 2023</li> <li>Email blast and all-county letter upcoming that will provide additional details on the extension and CPP</li> <li>Request for proposal to contract for the California Parents and Youth Help Line               <ul style="list-style-type: none"> <li>Governor's budget allocated ~\$4.7 million to support the helpline</li> </ul> </li> <li>AB 2085: Changing the definition of neglect in California</li> <li>OCAP not hosting a convening for Fall 2022</li> </ul>	<ul style="list-style-type: none"> <li>Contact Elizabeth with any questions <a href="mailto:Elizabeth.johnson@dss.ca.gov">Elizabeth.johnson@dss.ca.gov</a></li> <li>Link to Request for Proposal <a href="https://caleprocure.ca.gov/event/5180/000024854">https://caleprocure.ca.gov/event/5180/000024854</a></li> <li>Link to AB 2085 <a href="https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2085">https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB2085</a></li> </ul>
<b>III. Approval of Meeting Minutes</b>	<ul style="list-style-type: none"> <li>September meeting minutes approved with no corrections</li> </ul>	<p>Motion: Guadalupe Lugo 2<sup>nd</sup>: Tracy Carlton</p>
<b>IV. IPP Updates</b>	<ul style="list-style-type: none"> <li>Partnership Agreements               <ul style="list-style-type: none"> <li>Marissa has reached out to representatives individual to ensure accuracy of agreement, including signee and address</li> </ul> </li> <li>Capacity Building Grants               <ul style="list-style-type: none"> <li>Deadline for submission has not yet been determined</li> <li>Will send the application as soon as it is available</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Reach out to Jasmine or Marissa if you have not received your Agreement, or if you have any questions/concerns</li> </ul>
<b>V. IPP Member Survey</b>	<ul style="list-style-type: none"> <li>Feedback Matrix – Opportunities for Improvement               <ul style="list-style-type: none"> <li>Collaboration                   <ul style="list-style-type: none"> <li>Discuss CAPC Best Practices and challenges</li> <li>Shared list of CAP Month activities with feedback on experience</li> <li>Standing agenda item for CAP Month activities to discuss ideas and resources (January and March)</li> <li>Consistent messaging</li> <li>Be the One</li> <li>Dedicated meeting? (Best practices and challenges)</li> <li>One or two elements that are consistent across regions – PSA?</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Jasmine will share the Matrix document to everyone for review and input</li> </ul>



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	<ul style="list-style-type: none"> <li>▪ Coordinate with state messaging</li> <li>○ Cultural Responsiveness <ul style="list-style-type: none"> <li>▪ Create equitable access by developing educational materials in Spanish and English whenever possible</li> </ul> </li> <li>○ Helpfulness of Tools <ul style="list-style-type: none"> <li>▪ Opioid Toolkit – Reassess Opioid Toolkit and update for increased utility</li> <li>▪ CDRT – Increase resource- and knowledge-sharing for CDRT</li> </ul> </li> <li>○ Capacity Building Grant <ul style="list-style-type: none"> <li>▪ Offer bulk purchases of lapel pins or decals</li> </ul> </li> <li>○ Technical Assistance <ul style="list-style-type: none"> <li>▪ Develop trainings for CAPC coordinators</li> <li>▪ Continue disseminating presentations from CDSS, Strategies 2.0, and other agencies</li> </ul> </li> </ul>	
<b>VI. Strategies TA Updates</b>	<ul style="list-style-type: none"> <li>• Comprehensive Prevention Plan (CPP) submission date has been extended to July 30, 2023 <ul style="list-style-type: none"> <li>○ Something to note: Role of CAPCs should be to bring the topic of primary prevention to the table and ensure that is reflected in the CPP</li> </ul> </li> <li>• Upcoming webinar on CBOs/CAPCs and FFPS/Comprehensive Prevention Planning, on 12/14 from 1-3pm <ul style="list-style-type: none"> <li>○ Linking Arms: Strong Community Partnerships for Comprehensive Prevention Planning</li> <li>○ Webinar will be recorded</li> </ul> </li> <li>• Presenting at the Bay Area CAPC Convening on Feb. 2 (details forthcoming)</li> <li>• Strategies has revised our Scope of Work <ul style="list-style-type: none"> <li>○ New goal around direct support to CAPCs, including: <ul style="list-style-type: none"> <li>▪ Helping with Bay Area gathering</li> <li>▪ TA based on CAPC Best Practices booklet</li> <li>▪ CAPC Leadership Retreat to look at shared vision, values, and priorities for building a statewide CAPC network.</li> <li>▪ Online CAPC Directory</li> </ul> </li> </ul> </li> <li>• CAPC TA: What TA would be most helpful? <ul style="list-style-type: none"> <li>○ CAPC Orientation Materials</li> <li>○ Member retention and attendance</li> <li>○ Stipend best practices</li> <li>○ CAPC Coordinator Trainings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Webinar registration link: <a href="https://us06web.zoom.us/j/84461212693">https://us06web.zoom.us/j/84461212693</a></li> <li>• Webinar: What questions/ concerns do you want addressed at this panel and/or follow-up conversations?</li> <li>• CAPC Best Practices Booklet <a href="https://strategiesca.org/resources/capc-best-practices/">https://strategiesca.org/resources/capc-best-practices/</a></li> </ul>



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	<ul style="list-style-type: none"> <li>○ CAPC's need backbone leadership and financial stability for a coordinator</li> <li>○ Opportunity to collaborate as CAPCs</li> <li>○ Small counties get lost/left out</li> <li>○ More formal communication to OCAP on behalf of CAPCs</li> </ul>	
<b>VII. Strategic Plan</b>	<ul style="list-style-type: none"> <li>● Review Communication Meeting notes <ul style="list-style-type: none"> <li>○ Provide incentives for participating in the survey (use participant emails in random selection raffle); would be optional to provide email and participate in raffle</li> <li>○ Don't allow more than one survey response per device</li> <li>○ Have survey available for longer period of time</li> <li>○ Periodically refresh outreach</li> <li>○ Utilize social media</li> <li>○ Be clear about the "why" of the survey during promotion</li> <li>○ Provide follow-up with results, report, etc.</li> <li>○ Attach and distribute information at events</li> <li>○ Distribute survey in smaller pieces to reduce time needed to complete</li> <li>○ Make survey optional for counties to reopen</li> <li>○ Utilize other data to cross-reference and fill out the data we receive (Healthy Kids survey, Community Opportunity Map [Casey Family Programs], Headstart, Tahoe/Truckee Community Report Card, Children Now Report Card)</li> <li>○ CPP will provide a wealth of information</li> </ul> </li> <li>● Discuss data and options for moving forward <ul style="list-style-type: none"> <li>○ Review other data sources</li> <li>○ Make survey open, available, and optional</li> <li>○ Revise survey to make it shorter and simplified</li> <li>○ Report community engagement efforts and outcomes from CPP</li> <li>○ Set an end-date for the survey with time to produce report in April or May 2023</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Survey will be reopened; individual counties can decide when to reopen and promote it within their counties</li> <li>● Mike and Jasmine will produce a kit of outreach material that counties can use to promote the survey via social media</li> <li>● Will aim to wrap up the survey by mid-March and produce outcomes by mid-May 2023</li> <li>● Jasmine will send out other data sources</li> </ul>
<b>VIII. Safe Beginnings</b>	<ul style="list-style-type: none"> <li>● E-Learning Development Updates <ul style="list-style-type: none"> <li>○ Self-paced Safe Beginnings parent education information</li> <li>○ Close to finalizing contract with consultant who will be turning Safe Beginnings materials into e-learning modules with narration</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Links for all Safe Beginnings materials available on website and November 2022 agenda</li> <li>● More information and examples will be presented at January 2023 meeting; at</li> </ul>



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		least one full module will be completed by then and shared with the group
<b>IX. Recap/Knowledge Sharing</b>	<ul style="list-style-type: none"> <li>• <b>Alpine</b> – Holiday food and gift program underway (partnering with social services); distributing postcard with application; increased outreach; readying for positive parents awareness month in January; will be getting CAP Month t-shirts; first CAP Month meeting on December 1</li> <li>• <b>Amador</b> – Comprehensive prevention planning; had a roundtable event with 30 participants across all county agencies to discuss resiliency and trauma-informed systems</li> <li>• <b>Calaveras</b> – Working on prevention plan; community survey is currently active; doing recruitment for CAPC; now have a tribal rep on prevention planning team; differential response program and family strengthening program were piloted and went well</li> <li>• <b>El Dorado</b> – actively working on prevention planning; contracted by county to do asset mapping and gap analysis; conducting listening sessions for people with lived experience to provide meaningful input for prevention plan; putting together CAP Month committee</li> <li>• <b>Inyo</b> – Serena had her last day with Inyo County; readying for positive parents awareness month (will have a banquet and children's readers theater in multiple languages); will have a holiday toy drive; several upcoming community class graduations</li> <li>• <b>Nevada (West)</b> – Spooky Booky event in October in collaboration with Nevada County Library; continuing county prevention planning efforts; ensuring adequate board engagement; partnering with CWS for FFPSA funding; Alyssa's position as CAPC Coordinator will be cut as of 12/31/22 due to lack of funding</li> <li>• <b>Sacramento</b> – Continuing integrating plans (AB 2083, prevention plan); working towards reducing duplication; community engagement; CAP Month Sacramento committee will be assembled by mid-December</li> <li>• <b>Sierra</b> – Currently fixing up the office space</li> <li>• <b>Yolo</b> – Organizing key participants to conduct assessment tool; starting on CAP Month planning</li> </ul>	
<b>X. Next Meeting/Adjournment</b>	<ul style="list-style-type: none"> <li>• Summary of key points and decisions</li> <li>• Will tentatively plan to host an in-person meeting at CAPC Sacramento in May 2023</li> </ul>	<b>Next Meeting:</b> January 19, 2023 <b>Location:</b> Virtual



# Sierra-Sacramento Regional Meetings 2021/2022

All in-person meetings will be held on the third Thursday of every other month.

Meetings can also be attended virtually when advance notice is given.

Please be sure that your Primary Delegate is available to attend each meeting, or that an Alternate (where one has been established) can attend in the Primary's absence.

Date	Location
✓ July 21, 2022	Virtual – Zoom
✓ September 15, 2022	Virtual – Zoom
✓ November 17, 2022	Virtual – Zoom
• January 19, 2023	Virtual – Zoom
• March 16, 2023	Virtual – Zoom
• May 18, 2023	In-Person

**In Person Meeting to be held at:**

Child Abuse Prevention Center  
4700 Roseville Road, Suite 102  
North Highlands, CA 95660

