

MEETING NOTES – King County Food & Fitness Initiative (KCFFI)

Leadership Council – September 24, 2008

Location: Youngstown Cultural Arts Center—4408 Delridge Way SW, Seattle, WA 98106

Meeting Highlights	<p>Committees formed/ group leads & information contacts:</p> <ul style="list-style-type: none"> • Vision/Values Statements (michelleb@solid-ground.org or Maggie.anderson@kingcounty.gov) • Cultural Competency (michelleb@solid-ground.org or Kathleen@neighborcare.org) • Communication (Maggie.anderson@kingcounty.gov) • Youth (hollisw@dnda.org or randye@dnda.org) • Operations Team (Maggie.anderson@kingcounty.gov) • Assessment/Evaluation (Maggie.anderson@kingcounty.gov) • White Center local advisory group (david@wccda.org) • Delridge Neighborhoods local advisory group (derekb@dnda.org or phillippiag@dnda.org) <p><i>Next actions summary:</i></p> <ul style="list-style-type: none"> • Work groups will meet at least once between now and the next council meeting to discuss group goals, expectations, & outcomes. • Please remember to fill out the survey-monkey post-meeting survey, as well as the regular meeting planning survey! Contact Maggie if you did not receive this via the LC listserv at Maggie.anderson@kingcounty.gov or 206-205-3186.
---------------------------	---

Meeting Notes for KCFFI Leadership Council		
Date:	September 24, 2008 (3-5 pm)	
In Attendance:	<p>Council Members: Aviva Furman, Baraka Cloyd, Kate Halstead, Kathleen Pérez-Hureau, Julie Salathé, , Becca Deehr, Michelle Bates-Benetua, , Randy Engstrom, Mollie Grow, Mark McIntyre, Virgil Domaoan, Roxanne Slattery</p> <p>Guest/Staff: Ron Maynard, Derek Birnie, Maggie Anderson, Brad Gaolach, Erin MacDougall, Cristina Orbe, Ron Angeles, David Daw, Brad Gaolach, Jim Krieger, Phillippia Goldsmith, Joan Schoenhals, Jim Turner</p>	
Regrets:	Amy White, Willie Austin, Tyra Sorensen, Mary Embleton, Kimi Martin, Bethany Tate	
Facilitator(s):	Joan Schoenhals and Jim Turner of Visions-inc.	
Recorder:	Maggie Anderson	
Issue	Discussion	Outcome, Action, Accountability & Completion Date
Ad-hoc Cultural Competence Committee report-back	<p>Summary: Upcoming Goals:</p> <ul style="list-style-type: none"> • How will we operate in the community? • Identify who is out in the community (who are the populations this initiative serves) • Common language for communication, and creating space to build relationships 	Outcome: Next report-back will be at the October LC Meeting

Visions overview and meeting guidelines	Summary: Visions Guidelines: <ul style="list-style-type: none"> • “Try on” • It’s okay to disagree • It is not okay to shame, blame or attack, self or others • Confidentiality • Practice “self-focus” • Practice “both/and” thinking • Notice both process and content • Be aware of intent and impact 	Outcome: An additional six months will be allotted for planning, with workplan adjustments.
	Discussion: Small group discussions: <i>Which of these are we practicing in our work here together on the leadership council?</i>	
Assets/Barriers to participation in KCFFI leadership	Summary: Small group discussions: <i>What are some barriers to participation in this leadership council? What are some possible solutions?</i> Discussion: REPORT BACK: Group 5: Because this is big and complicated, people are frustrated because they don’t know how to engage (mistrust, concern, mixed-agendas) Solution: Figure out a way to let people follow their passion. Group 4: Communication (unfinished business in between meetings is difficult to keep track of. We need a new way of communicating between meetings. Solution: Wiki? Telephone? Designating who’s charge and who’s job it will be to call and check in with people in between meetings. Group 3: Assessment focuses on one particular facet (built environment), but education and barriers should also be looked at. Activities might be missing within the current model. How can that activity be brought through assessment into the CAP? Solution: These things can happen. Let’s make them happen through community engagement and regular check-ins with the assessment team. Group 2: We have a lot of silos of control. With so many groups, it’s challenging for us to know where decisions lay and how to move forward.	Outcome: A better sense of what can be done to eliminate (or minimize) barriers to participation and productivity within the LC.

	<p>Solution: Be more clear about who makes what decisions. Make sure focus communities have a say in many decisions (hopefully structure will support this).</p> <p>Group 1: Clarity of roles and responsibilities (tons of information, but not clear what to do with that information).</p> <p>Solution: Clear job description for leadership council members and staff too, based on what they can give.</p>	
<p>Committee Design Structure (presented by Randy Engstrom)</p>	<p>Summary: We (the workgroup design team) propose that we agree to “try on” and move forward with this committee structure, including an empowered operations committee to make decisions between now and next month. With the understanding that at the next meeting we’ll review the process and decide what specificities need to be made more explicit. In between now and our next meeting we expect that work groups will have met at least once to discuss what their work will comprise/ what decision making ability they’d like to have. (<i>see attached</i>)</p> <hr/> <p>Discussion:</p> <p>How does cultural competency committee play into all this? -it was identified in July as important work and welcomed all to attend.</p> <p>How have decisions been made in the past? -As decisions have been needed to make, the co-convening organizations have made them. There have also been votes via email to the leadership council.</p>	<p>Outcome: <i>Accepted!</i></p> <p>Action:</p> <ul style="list-style-type: none"> • Work groups will meet at least once between now and the next council meeting to discuss group goals, expectations, & outcomes. <p>Accountability:</p> <ul style="list-style-type: none"> • An interim (or ongoing) chair will report back work group progress at next month’s LC meeting.

King County Food and Fitness Initiative

Recommendation from the ad-hoc Committee Design Team

Problem Statement:

In the past there has been an unclear power structure, leaving co-conveners as the last line--responsible to answer to the Kellogg Foundation. This group met to respond to a need for building trust and transparency in the decision making process. The goal of clearly defining work groups is too clarify/identify the people empowered to make decisions.

Contributors:

Randy Engstrom (Youngstown Cultural Arts Center), Willie Austin (Austin Foundation), David Daw (White Center CDA), Derek Birnie (DNDA), Laura Raymond (Dept. of Neighborhoods), Ron Maynard (Group Health), Brad Goalach (WSU, KC Extension), Erin MacDougall (Public Health Seattle-King County), Maggie Anderson (WSU, KC Extension).

Process Timeline

July 21st-September 23rd

Meeting Dates/Time/Location:

August 7, 2008, 3:30-5:30pm @ Youngstown Cultural Arts Center

August 20, 2008, 3:30-5:30pm @ Youngstown Cultural Arts Center

8/7/08 Meeting Agenda:

Meeting Goals:

- 1) Review project background/workplan
- 2) Develop one or more set of options for committees to accomplish the workplan goals (which we'll expand upon at the meeting):
 - Continue to develop a diverse, and engaged King County Food and Fitness Initiative Collaborative
 - Develop a Community Action Plan (CAP) for the next 8 years of Implementation

3:30pm: Welcome/Brief Introductions

3:35pm: Shifting decision-making and power from co conveners to Collaborative

3:55pm: Overview/background of workplan submitted to Kellogg

4:20pm: Review ideas suggested thus far for committees and brainstorm options

4:55pm: Develop a proposal on committees for leadership council review and approval

5:30pm: Adjourn

8/20/08 Meeting Agenda:

Meeting Goals:

We need a community group design that will accomplish the following

- 1) Allow community to inform the leadership council on the community action plan (CAP)
- 2) As well as provide opportunities for the community to inform the plan directly.

Recommendation

Our overarching goals are:

- ❖ To transfer the day-to-day decision making power and stewardship of the initiative from the co-conveners to the community and the LC in a way that honors the goals of the project and the expectations of the contract.
- ❖ To break down silos between different sectors in a way that allows for broad participation across the target communities.
- ❖ To create avenues for the collaborative partners and the community members to actively participate and inform the CAP

The proposed committees would be:

Operations Committee:

Definition: This would be a working group that would meet weekly, and be tasked with stewarding day to day decisions in between LC meetings. They report to, and are accountable to the LC. This committee would include representatives from each of the other subcommittees, representatives of the LC executive committee (which includes co chairs), and any LC members that wish to have a greater decision making role and are able to commit the time.

Cultural Competence Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners is welcome to join this group, and they are tasked with ensuring that the initiative is moving forward in a way that honors the diversity of voices and social justice issues that are core to the work.

LC Executive Committee:

Definition: **Comprised of 2-4 LC members including co-chairs. Able to act on behalf of LC in between monthly LC meetings**

These may be self-nominated and elected and will be determined by the entire LC in the near term.

Communications Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners is welcome to join this group, and they are tasked

with creating and implementing an engaging strategy to reach out to the target communities, and helping to make the overall message and brand of the initiative clear and effective

Youth Engagement Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners is welcome to join this group, and they are tasked with engaging youth and youth serving organizations to ensure that their voice is clear and present in the process and the CAP. This committee will be staffed by the Youth Engagement Coordinator

Assessment and Evaluation Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners is welcome to join this group, and they are tasked with gathering and analyzing data related to food and fitness issues in the target communities. In addition they are expected to evaluate the work being done to ensure that it is aligned with the outcomes of the initiative.

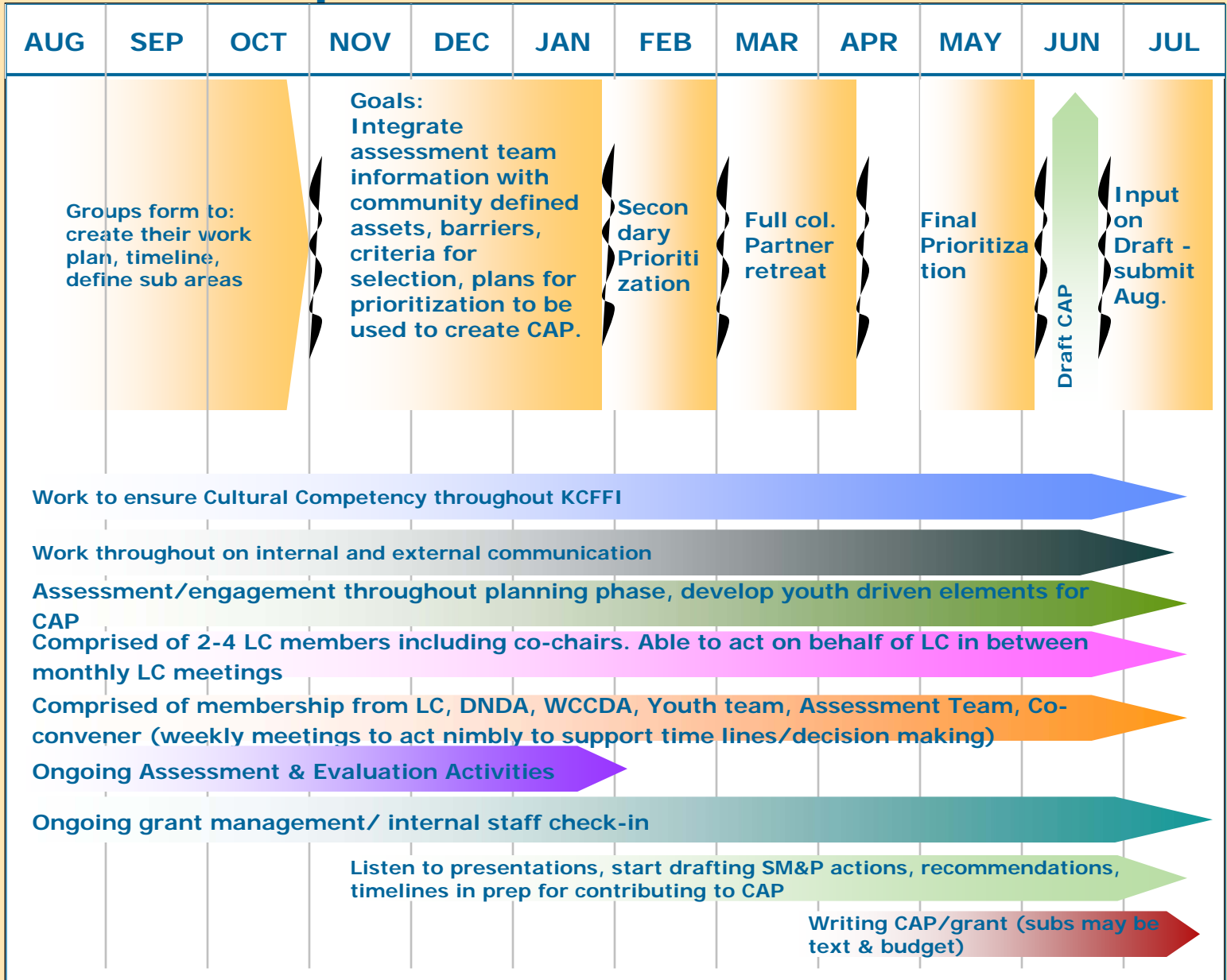
Delridge Advisory Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners or Delridge community members are welcome to join this group, and they are tasked with creating ways to connect the work of the Initiative in a meaningful and active way with the needs and desired outcomes of the target community. This Committee will be staffed by DNDA.

White Center Advisory Committee:

Definition: This group would meet monthly and report to the LC. Anyone from the LC or Collaborative Partners or White Center community members are welcome to join this group, and they are tasked with creating ways to connect the work of the Initiative in a meaningful and active way with the needs and desired outcomes of the target community. This Committee will be staffed by WCCDA.

Work Groups & Timeline *Draft Aug 08*



 = Committees report to LC & get/share input from LC

Budget works across all committees