

## Measure A Oversight Committee Meeting Minutes – July 23, 2010 – 9am-11:30am

Minutes approved on August 27, 2010.

### **Attendance:**

#### Appointed Members Present

1. Barbara Anglin
2. Ken Ballard
3. Suzanne Barba
4. Leroy Blea
5. Art Chen
6. Louis Chicoine
7. Kay Eisenhower (by phone) followed by request to be excused
8. Beth Pollard
9. Mee Ling Tung

#### Appointed Members Absent

1. John Becker - excused
2. Jackie Bolds
3. Gloria Crowell
4. Art Geen
5. Debbie Pitts-Cameron
6. Don Sheppard - excused

“Excused” indicates that member notified HCSA of absence in advance.

#### Other Attendees

1. Jennifer Chan
2. Vana Chavez
3. Pauline Keogh

## **AGENDA**

### **I. Welcome and Introductions**

All in attendance introduced themselves.

### **II. Announcements**

Beth Pollard announced that Steve Post has resigned from the Committee and that Health Care Services Agency is working on filling this vacancy.

### **III. Review of Minutes**

Louis Chicoine moved to adopt the June 25, 2010 meeting minutes; seconded by Suzanne Barba; motion passed.

### **IV. Review of Materials**

- Measure A revenue update
- Draft letter to request quote for report development and graphic design services
- Draft FY 09/10 Reporting Form
- Oversight Committee By-Laws
- Signature page for Tri-Valley Community Foundation FY 08/09 report

## **V. Consultant Services for Development of Next Report**

The Oversight Committee expressed their satisfaction in working with Kring Design. Jennifer Chan reported that the County requires three bids be obtained from County-certified vendors for all contracts \$10-\$25k. The Oversight Committee agreed that Health Care Services Agency staff should work in consultation with the Chair to review quotes and make a recommendation for a contract with the selected vendor to the Board of Supervisors

## **VI. Review of Draft FY 09/10 Reporting Form**

The following changes will be made to the form:

- Note to spell out acronyms in instructions;
  - Question #1: Provide context for Measure A funds for your agency; overall agency specific questions (objectives, overall budget) here;
  - Question #2: List your Measure A –funded program objectives; part 2 of question 2 will ask what percent of your overall budget was Measure A funding (third question of question #3); what portion of your program was funded by Measure A?
  - Question #3: request to attach your Measure A line item budget;
  - Question #4 – include excerpt from Measure A (ballot measure);
  - Question #6 revised to: If your organization has received multi-year allocations, what has been the cumulative effect? (aggregate?) Please explain any benefits of continuity of funding;
  - Question #7 – delete “or”;
  - Question #9 – Revise to : “If possible, include patient or client vignettes;
  - Question #10 – Please provide any other information pertaining to Measure A, if you wish.
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- Jennifer will revise the form and distribute with the August meeting agenda packet; Committee to approve from in August;
  - Send FY 09/10 form to fund recipients around end of August / early September;
  - Allow 3 weeks for fund recipients to respond.

## **VII. Preparation for Presentation from Alameda County Medical Center (ACMC)**

- Jennifer reported that she is waiting to hear back from ACMC about presentation date; the presentation will likely be the September or October Committee meeting;
- The Committee would like to ask if ACMC now has the ability track Measure A funding;
- One member inquired about obtaining information related to SB12 funding blending (emergency room);
- Revisit preparation for ACMC presentation at August meeting;

## **VIII. Review and Discussion of Committee By-Laws**

- Attendance – notify appointee and nominating agency when absent three consecutive meetings; reminder that the bylaws indicate members must notify Health Care Services Agency staff of an anticipated absence; after 2 consecutive meetings missed, send written communication to member; nominating agency and BOS will also be notified after 2 consecutive meetings missed; provide and end-of-year attendance report;
- Agendize for further discussion in August

## **IX. Public Comment – none**

**X. Adjourn**

**AGENDA** – The Oversight Committee did not reconvene.

- I. Call to Order**
- II. Planning and Review of FY 08/09 Measure A Funds**
- III. Public Comment**
- IV. Next Meeting – August 27, 2010, 9-11:30am**
- V. Adjourn**