



“Advancing Solutions to Health Disparities”

# Committee

Community Garden  
  District Programs & Activities  
  Finance  
  Outreach  
  REAL

<b>Purpose:</b>	To discuss District Programs and Activities Committee (DPAC) issues.
<b>Meeting Date and Time:</b>	Tuesday, March 26, 2019 6:30pm
<b>Date and Time of Next Meeting:</b>	Tuesday, April 23, 2019 6:30pm

<b>Chair:</b>	<input checked="" type="checkbox"/> J. Vern Cromartie, Ed.D.
<b>Board Members:</b>	<input checked="" type="checkbox"/> Linda Strong
<b>Staff:</b>	<input checked="" type="checkbox"/> Aaronique Gordon, Administrative Assistant
<b>Special Guests:</b>	<input checked="" type="checkbox"/> Leonard Baines <input checked="" type="checkbox"/> Veronica Baines

Agenda Item #1 Call to Order	
<b>Discussion:</b>	The meeting was called to order at 6:30pm.
<b>Action:</b>	1. There was no follow-up action to be taken.
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

Agenda Item #2 Roll Call	
<b>Discussion:</b>	All DPAC members and LMCHD staff were present.
	Leonard and Veronica Baines attended the meeting but did not participate as they were included on the Outreach Committee agenda.
<b>Action:</b>	1. There was no follow-up action to be taken.
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

Agenda Item #3 Public Comments	
<b>Discussion:</b>	There were no public comments.

Action:	1. There was no action taken during public comments.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #4 Review/Discuss Minutes of the February 26, 2019 DPAC Meeting</b>	
Discussion:	The DPAC reviewed the February 26, 2019 DPAC Committee minutes. DPAC discussed modifications to agenda item numbers 5 and 6..
Action:	1. The minutes were approved with corrections. 2. LMCHD staff will apply all modifications.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input checked="" type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #5 Review/Discuss/Recommend District-sponsored contracts expiring in 2019 (referred from REAL Committee Mtg. 3-19-19)</b>	
Discussion:	The DPAC reviewed a District sponsored contract database prepared by LMCHD staff. The DPAC asked questions about the 'DPAC Budget' contract and 'Direct Services' contracts. The DPAC questioned why the budget amounts were so low.
Action:	1. LMCHD staff will contact the District's accountant regarding the DPAC and Direct Services budget and contract.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #6 Review/Discuss the LMCHD Direct Services Programs in development and/or already developed</b>	
Discussion:	The DPAC Committee asked questions about the progress of the LMCHD HIV & AIDs Prevention Program and the Good Health to Adults Senior Forum.
Action:	1. There was no follow-up action to be taken.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input checked="" type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #7 Review Discuss St. Vincent de Paul/RotaCare</b>	
Discussion:	The DPAC reviewed a 2019 workplan submitted by Barbara Hunt (St. Vincent de Paul/RotaCare) and compared it to the agency's 2018 workplan. The DPAC discussed the agency's request for an increase in grant funding for clinic insurance and a project manager. The DPAC Committee revisited Barbara Hunt's request to amend her budget and shift funding from the agency's Healthy Families budget to another area. The DPAC stated if money is not spent in a certain area, they would request that the funds returned to the District.
Action:	1. LMCHD staff will invite Barbara Hunt to the April 3, 2019 DPAC Committee meeting. 2. LMCHD staff will notify Ms. Hunt that if she neglects to spend money in one area, she is to return it. 3. LMCHD staff will Invite Ms. Hunt the April 3, 2019 DPAC Committee meeting.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input checked="" type="checkbox"/> Needs to go to Full Board

**Agenda Item #8 Review/Discuss District Owed AEDS**

Discussion:	Director Strong reported that she spoke with a possible candidate only to learn that she cannot provide all of what the District needs to properly run the program. Aaronique Gordon reminded DPAC that Deborah Roberts mentioned being fluent in AED training and installation.	
Action:	1. LMCHD staff will invite Ms. Roberts to the April 3, 2019 DPAC Committee meeting.	
	<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

**Agenda Item #9 Review/Discuss Good Health to Youth Initiative and Good Health to Adults initiative**

Discussion:	The DPAC Committee discussed the success of the LMCHD Falls Prevention Program. Director Cromartie asked questions about the participant survey taken on March 4, 2019.	
Action:	1. LMCHD staff will include the survey in the April 23, 2019 DPAC Committee packet.	
	<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

**Agenda Item #10 Review/Discuss All Midterm and Final Reports Received by the LMCHD from District-Sponsored Programs in February and March 2019**

Discussion:	The LMCHD did not receive any new midterm reports.	
Action:	1. There was no follow-up action to be taken.	
	<input checked="" type="checkbox"/> Needs Staff Assistance	<input checked="" type="checkbox"/> Needs to go to Full Board

**Agenda Item #11 Review/Discuss All Work Plans Received by the LMCHD from District-Sponsored Programs in November, December 2018 and January 2019.**

Discussion:	DPAC reviewed 2019 Work plans submitter by: <i>St. Vincent de Paul/RotaCare, A More Excellent Way, Pittsburg Swim Academy, and Pittsburg Unified School District (LMCHD Eyeglasses Program)</i> . The DPAC discussed the increased amount proposed by St. Vincent de Paul and noticed that the Director requested funding for a line item that the District does not fund. The DPAC asked questions about some acronyms found in Monique Sim's 2019 workplan and noticed that some of her dates are incorrect. The DPAC asked questions about the Pittsburg Swim Academy's 2019 workplan for the work at the Ambrose Community Swim Center. The DPAC Committee questioned why the amount requested by Dr. Frazier-Myers has increased; they also asked LMCHD staff to clarify with Dr. Frazier-Myers how much money she plans to spend as of June 31, 2019. The DPAC noticed that the LMCHD workplan template does not include page numbers and asked that they be added.	
Action:	1. LMCHD staff will invite Barbara Hunt, Monique Sims, Lori Chalifoux, and Dr. Rejois Frazier-Myers to the April 3, 2019 DPAC meeting. 2. LMCHD will add page numbers to the District workplan template.	
	<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

**Agenda Item #12 Review/Discuss the Good Health Best Practices Award**

Discussion: The DPAC Committee discussed potential Good Health Best Practices candidates and decided to recommend Abuelita's Market in Bay Point, CA.
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Action: 1. Director Cromartie will visit Abuelita's Market in April 2019.
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<input checked="" type="checkbox"/> Needs Staff Assistance
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<input type="checkbox"/> Needs to go to Full Board
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#### Agenda Item #13 Review/Discuss the Community Update Bulletin

Discussion: This agenda item was deferred until the April 23, 2019 DPAC meeting.
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Action: 1. This agenda item will appear on the April 23, 2019 DPAC Committee agenda.
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<input checked="" type="checkbox"/> Needs Staff Assistance
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<input type="checkbox"/> Needs to go to Full Board
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#### Agenda Item #14 Adjournment

Discussion: The meeting was adjourned at 8:30pm.
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Action:
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<input checked="" type="checkbox"/> Needs Staff Assistance
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<input type="checkbox"/> Needs to go to Full Board
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