

**Healthy Mendocino Project**  
**POVERTY ACTION TEAM (PAT) MEETING**  
**August 23, 2018**  
**737 S. State St., Shasta Conference Room**  
**—Draft Minutes —**

**Present:** Rachel Ebel Elliott, HHSA; Heather Gurewitz, EDFC; Stephanie Zazueta, ARC-FRC, Lydia Lopez, ARC-FRC; Patrice Mascolo, Healthy Mendocino Project Manager; Julie Beardsley, HHSA-Public Health; Angélica Millán, LSNC

**1. Review of today's agenda and minutes of July Meeting**

Draft minutes approved as submitted.

**3. Projects Discussion:**

**a. Community Market**

The first Community Market Committee Meeting was held earlier this month. Present were: Mary Anne (West Co.), Lela (West Co.), Brenda (UVA), Miles Gordon (Kitchen Table Consulting), Stephanie, Maria, Lydia, Heather, and Angélica. Various assignments were shelled out as a result of this meeting. Stephanie created a list of upcoming events to help with recruitment of participants (people can make announcements at the various events). Heather took the first stab at the participant application and distributed it to committee members shortly after the committee meeting. Stephanie incorporated the suggestions and comments from committee members into Heather's draft. Stephanie will e-mail this current draft to the PAT for input. West Company is engaged in determining/creating the appropriate curriculum. At the committee meeting, Stephanie was also tasked with creating a one-page fact sheet with talking points about the Community Market so that the same message is going out in the community about the program.

The group discussed that the *program* should be limited to low to moderate income per CDBG income guidelines but that the *market* itself would not be limited in this manner. Also, while special outreach would be done to reach the Latino community, the program is not limited to Latino participation. The group discussed other information/data to be collected around the goal of decreasing poverty and measuring that outcome. It was agreed that the deep dive into someone's financial situation, receipt of public benefits, etc. would be collected after the applicant is approved for the program (after application and after interview).

Heather reports that the NALCAB (National Association for Latino Community Asset Builders) grant application was submitted (a copy was provided to the PAT by e-mail). A response is expected by the end of the month.

## **b. EDFC Economic Summit**

After some discussion, a date has been tentatively (pending location availability) set for the summit: Thursday, January 31, 2019. Location will be in Willits, most likely the Arts Center. Heather explained the three components EDFC envisions for the Summit: (1) Presentation on Baseline; (2) Understanding the landscape of economic development resources in the County; (3) Establish community economic goals/goal setting. The ultimate goal (from EDFC perspective) is to get buy-in on economic development.

The group discussed the programming. The Summit program would start at noon with lunch and registration for the first hour, followed by Heather kick-off discussion with stats (Julie will help with stats).

Preparation timeline with a January 31, 2019 Summit date: (1) Save the Date should go out in October; (2) Invitation would go out in November; (3) Final date to RSVP would be approx January 15; RSVP would be through Eventbrite (free).

## **5. Actions Steps & Assignments**

- a. Stephanie is going to send the PAT the draft participant application in its current form for input from the team.
- b. Heather and Julie are going to meet/talk about data/stats for Heather's intro discussion at the Economic Summit.
- c. Heather is going to create a Google Sheet to identify invitees for the Economic Summit so that the PAT can add to the list.
- d. Heather will e-mail Stephanie the CDBG LMI guidelines for purposes of the draft participant application.

**The Next Meeting is Thursday, September 27, 2018 at 11:00 a.m.-12:30 p.m. in the Shasta Conference Room at 737 South State Street, Ukiah.**

Minutes by Angélica Millán