

Humboldt County Department of Health & Human Services
Blue Ribbon Task Force
Minutes of Regular Meeting
February 22, 2018

I. Call to Order and Roll Call

William Damiano called the meeting to order at 9:02 a.m. at 507 F Street, Eureka, in the Large Mezzanine Conference Room.

A. Tim Ash	Chris Hartley
William Damiano, Chair	Drew Redden
Connie Stewart, Vice Chair	Angela Sundberg
Lance Morton	Lisa DeMatteo

II. Public Comment – for non-agenda items

The public had no comment.

III. Approval of Minutes

The minutes from the November 30, 2017 meeting were approved with one modification to the numbering of the Public Comment.

IV. Workshop on Draft Recommendations Report

- a. Draft Recommendations report: proposal from Chair and Vice-Chair**
Chair and Vice-Chair shared the process, rationale, and highlights from developing the first draft of the report. They compiled the recommendations given at each meeting by taking the minutes and copying and pasting them into a table for review and edit by the task force members. DHHS staff did update some of the changes the department had made so the document expresses where DHHS is currently on the Wendi Brown recommendations so some of it might be new to the task force.
- b. Detailed document review**
The Vice-Chair transcribed the changes to the report and the memo on the computer as it was discussed in the meetings:

A few of the additions are as follows:

 1. Increase cross training
 2. Develop and consider baseline data
 3. Lifting information from the Charter document to include in the BRTF Recommendations to better inform the Board of Supervisors what the processes were for the task force to create these recommendations.
 4. Increase budget transparency and understandability through participatory budgeting on how funding is allocated and expended.
- c. Round Robin, Next Steps**

All additions and edits will be completed and the final report will be presented to the Board of Supervisors by Director Beck and the Chair, Bill Damiano. The task force members were encouraged to attend the Board of Supervisor's regular meeting once it is determined which meeting the recommendations will be presented.

V. Public Comment:

The public had no comment.

Next Steps:

What	Who	When
Attached the Question and Answer document containing questions from Lance Morton to the BRTF Recommendations that will be presented to the BOS	Laurel Johnson	Prior to the BOS meeting.
Send an Excel spreadsheet version of the recommendations with the changes to the task force members.	Cindy Bogardus	ASAP
Clean up grammar, run spell check and finalize the changes and edits to the BRTF Recommendation document.	Laurel Johnson and Cindy Bogardus	ASAP
Send the task force members the date the BRTF Recommendations will be presented to the Board of Supervisors regular meeting.	Cindy Bogardus	When date is known.

The task force recommends that DHHS prioritize their recommendations and develop an action plan with measurable outcomes, and that an assessment and accountability plan is established and monitored regularly.

Meeting Assessment:

What worked:

1. The community input worked
2. Process worked well and was very inclusive

To change/didn't work:

1. Give staff the opportunity to attend these types of meetings.

VI. Adjourn:

12:23 p.m. Chairperson, William Damiano Adjourned the Meeting


 Cindy Bogardus, Executive Secretary