



Workgroup Meeting

Council Members present: Azucena Galvez, Cindy Albor, Desiree Johnson, Heather Stokes, Juana Avila, Jukselin Nuñez, Roxanna Avila.

Date: January 23rd, 2024, 5:00pm-7:00pm.

Agenda

1. Welcome/Icebreaker.
2. Community Agreements.
3. Recommendation.
 - a. Note: The Admin informed the participants today's Workgroup will be to complete the SMART goals for the Child Care Assistance Program (CCAP) recommendation.
 - b. Note: The Admin reviewed the CCAP recommendation with the Workgroup.
 - c. Note: The Admin informed the participants of the work completed on the SMART goals in the previous Workgroup and the feedback given on the Action Plan.
 - d. Note: The Admin asked the participants if they had any questions.
 - i. No questions asked.
4. SMART Goal Review.
 - a. Note: The Admin reviewed the original CCAP SMART goals with the group and the feedback received for each.
 - b. Note: The Admin explained to the group that the goals have to be tailored to be implemented locally.
 - c. Note: The Admin asked the group about their experiences with receiving assistance completing the Action for Children application. Group members shared their experiences with the group.
5. New SMART Goal.
 - a. Note: The Admin reviewed the new CCAP SMART goals with the Workgroup.
 - b. Note: The Admin asked if there were any questions.
 - i. No questions asked.
6. SMART Goals for the Action Plan-Google Sheets.
 - a. Note: The Admin reviewed the completed SMART goals and discussed completing the remaining two (2) goals.
 - b. Note: With the guidance of the Admin and the FACE Specialist, the remaining steps for the goals were completed.



- i. Feedback for the goals and steps were received from the group and added to the SMART Goals Action Plan-Google Sheets.
7. Action Plan - Group Discussion.
 - a. Note: The Admin posed the following questions to the group.
 - i. What organizations/agencies are needed at the table to meet goals and implement the recommendation?
 - ii. What individuals are needed at the table to meet and implement the recommendation?
 - iii. What funding would it take to implement this recommendation?
 1. The feedback was recorded in the presentation slides.
8. Group Discussion.
 - a. Note: The Admin posed the Group Discussion questions to the Workgroup.
 - i. How will you know when the recommendation is fully implemented?
 - ii. What do you predict will happen if this recommendation is implemented?
 1. The feedback was recorded on the presentation slide.
 - b. Note: The Admin asked the group if they had any questions.
 - i. There were no questions.
9. Reminders/Next Steps.
 - a. The next Family Council meeting will be held on February 6 from 5:00pm to 7:00pm.
 - b. The upcoming group topic is Mental and Behavioral Health.
 - c. Calendar invites and a reminder text message with the date and time of the upcoming Family Council Meeting will be sent to the Family Council members.
 - d. The Admin informed the members that a Mid-Year Council Survey will be sent out in February to gather feedback on their experiences thus far.

Before the next meeting...

- Join the optional January 25th Workgroup meeting.