



## Action Plan Workgroups Summary

December 6, 2023

### Attendees

**Workgroup 1 present:** Lizbeth M., Lorena R., Deedee B., Kristy B., Courtney C., Lorena N., Sofia P., Josephine D., Victoria O., Jessica D.,

### Agenda

1. Review
  - a. Alicia started the meeting by providing an update on the Action Plan. She then outlined the agenda for the workgroup meeting.
  - b. David greeted the members, provided a brief overview, and proposed combining SMART Goals 2 and 3.
2. SMART Goals
  - a. Alicia went over the SMART Goals with the team members and requested their feedback.
    - i. The first question asked members what funding is needed to implement the recommendation.
      1. Members engaged in a discussion and shared their ideas.
    - ii. Members were asked which other agencies or community groups are working toward similar goals.
      1. Members shared their knowledge of other agencies working towards a similar goal.
    - iii. During the meeting the members discussed how they would determine when the recommendation had been fully implemented.
      1. The members provided their answers and engaged in discussions related to the question.
3. Meeting adjourned.



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### Attendees

**Workgroup 2 present:** Tricia S., Andrea V., Gretchen S., April W., Veronica T., Adriana B., Ashley P., Stephanie C., Christine B., LuAnna H., Allison H., Nelly P., Adilene L.

### Agenda

1. Welcome and Overview
  - a. Alicia began the meeting by greeting all the participants and providing a brief overview of the topics that will be discussed during the session. Additionally, she informed the members that a representative from CCAP would be attending a future meeting.
  - b. Members expressed satisfaction that they will have the chance to speak with someone from CCAP who can address their questions, which could assist in achieving the Action Plan objectives.
2. SMART Goals
  - a. Alicia presented the SMART goals that members had been working on and asked for feedback.
    - i. Members provided feedback and suggestions for the SMART Goals.
    - ii. Members were asked question eight of the SMART Goals, which inquired about the funding needed to implement the recommendation.
      1. Members shared their ideas and suggestions.
    - iii. During the meeting, the group discussed question nine of the Action Plan, which asks if any other community groups are working towards the same or similar goals.
      1. The members shared their ideas and discussed them with each other.
    - iv. The meeting attendees were asked how they would know if the recommendation had been fully implemented.
      1. The members provided their answers and engaged in discussions related to the question.
3. Meeting adjourned.