



**Office of Health Equity Advisory Committee Meeting
Meeting Minutes (DRAFT Staff Notes)
May 12-13, 2014**



Staff Notes

These are notes of the meeting taken by staff of the California Department of Public Health, Office of Health Equity, and do not constitute formal approved minutes of the meeting.

Location:

**Sierra Health Foundation
1321 Garden Highway, Sacramento, CA 95833**

OHE-AC Members Participating:

Sergio Aguilar-Gaxiola, MD, PhD
Delphine Brody
Jeremy Cantor, MPH
Yvonna Cázares, BA
Rocco Cheng, PhD, Co-Chair
Kathleen Derby, MA
Aaron Fox, MPM
Sandi Gálvez, MSW, Chair
Álvaro Garza, MD, MPH
Pastor Willie Graham
General Jeff
Carrie Johnson, PhD
Dexter Louie, MD, JD, MPA
Francis Lu, MD
Gail Newel, MD, MPH
Teresa Ogan, MSW
José Oseguera, MPA
Hermia Parks, MA, RN, PHN
Diana Ramos, MD, MPH
Patricia Ryan, MPA
Linda Wheaton, MURP, AICP
Ellen Wu, MPH

Members Absent:

Paula Braveman, MD, MPH
Cynthia Gómez, PhD
Neal Kohatsu, MD, MPH

State Officials/Staff Speakers

Ron Chapman, MD, MPH, CDPH Director
Jahmal Miller, MHA, OHE Deputy Director

Tamu Nolfo, PhD, OHE Special Consultant
Neil Maizlish, PhD, Research Scientist IV, OHE, CDPH
Debbie King, Associate Governmental Program Analyst,
OHE

Guests Speakers:

Ellen Wu, MPH, Executive Director, Urban Habitat; former
Executive Director, California Pan-Ethnic Network;
Member, OHE Advisory Committee
Ruben Cantu, Program Director, CPEHN; Facilitator/Writer,
CRDP Strategic Plan



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Day 1: Monday May 12, 2014

AC Attendees in Person: Delphine Brody; Jeremy Cantor, MPH; Yvonna Cázares, BA; Kathleen Derby, MA; Aaron Fox, MPM; Sandi Gálvez, MSW; Alvaro Garza, MD, MPH; Pastor Willie Graham; General Jeff; Dexter Louie, MD, JD, MPA; Francis Lu, MD; Gail Newel, MD, MPH; Teresa Ogan, MSW; José Oseguera, MPA; Hermia Parks, MA, RN, PHN; Patricia Ryan, MPA; Linda Wheaton, MURP, AICP; Ellen Wu, MPH

9:00 a.m. Welcome and California Department of Public Health (CDPH) Update

Sandi Gálvez, MSW, Chair of the Office of Health Equity (OHE) Advisory Committee (AC), called the OHE-AC meeting to order and welcomed everyone.

Dr. Chapman, MD, MPH, Director, CDPH, provided updates on the CDPH budget hearings. He thanked the OHE-AC members and staff for their hard work and dedication and left to attend a budget hearing.

9:10 a.m. Convene Meeting and Welcome | Introductions | Agenda Review | Logistics

Sandi Gálvez asked OHE-AC members to introduce themselves. She provided a brief overview of the OHE-AC meeting agenda, and invited Debbie King, AGPA, OHE staff to provide a review of the logistics of the meeting.

Motion: May 12 and 13, 2014, Agenda

Dexter Louie, MD, JD, MPA made a motion to approve the May 12 and 13, 2014, agenda, as presented.
(Motion made).

Vote: Motion approved, with one abstention.

Public Comment – Section 1.

(please reference attached public comment section)

Motion: March 25 and 26, 2014, Meeting Minutes

Tamu Nolfo, PhD noted a printing error in the public comment section of the minutes and asked that it be corrected from “May 12th and 13th” to “March 25th and 26th.”

Dexter Louie made a motion to approve the March 25 and 26, 2014, Meeting Minutes, as amended.
(Motion made).

Vote: Motion approved, with one abstention.

Public Comment – Section 2.

(please reference attached public comment section)

Motion: Bylaws Consideration

Sandi Gálvez recommended amending the Voting Rights section on Page 5, (III-B) of the Bylaws to include teleconference voting rights for Committee Members who are in another publicly-noticed meeting location.
(Motion made).

Vote: Motion approved.



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Álvaro Garza, MD, MPH, questioned the need to vote for the agenda. Katie Belmonte, CDPH Office of Legal Services (OLS) Staff Counsel, confirmed that there is no need to vote for the agenda.

Dexter Louie made a motion to restate Page 5, (III-H), Item 2 of the Bylaws to include that meetings shall be conducted according to the Standard Code of Parliamentary Procedure.

(Motion made).

Vote: Motion not approved 11-7.

Patricia Ryan, MPA, made a motion to put a period after the word “procedure” and eliminate the words after that.

(Motion made).

Vote: Motion approved, with one abstention.

Dexter Louie made a motion that Page 7 (III-G), Item 1 state, “Voting on elections shall be by ballot,” and Item 2 state, “Motions and resolutions shall be by a voice vote. If necessary, the chair or advisory committee may request a hand vote or a roll call vote.”

(Motion made).

Vote: Motion approved.

Sandi Gálvez, made a motion to amend Page 7(III-G), Item 1 to state, “Voting on elections shall be by show of hands.”

(Motion made).

Vote: Motion approved.

Delphine Brody made a motion that Page 4 (II-E), paragraphs 4 and 5 of the Bylaws include that outside experts be given a vote in subcommittees.

(Motion made).

Vote: Not approved 16-2.

Public Comment – Section 3.

(please reference attached public comment section)

10:10 a.m. Break

10:20 a.m. OHE and Strategic Planning Update

Jahmal Miller, MHA, OHE Deputy Director, thanked the OHE-AC members and members of the public for their commitment, patience, and participation during the strategic planning process. He asked OHE-AC members to consider best practices and resources that can be utilized in the action plan and implementation of the strategic plan. He provided updates on the demographic analyses and disparities report, the Assembly and Senate hearings, the public contracting code exemption request, the budget change proposal, work force staffing, and advancing a broader agenda that coincides with health equity.



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Tamu Nolfo provided process developments for version 3.1 of the strategic plan, such as the creation of a planning page on the website, updated language under Strategic Priorities A and B, and the naming of the strategic plan to California's Statewide Plan to Promote Health and Mental Health Equity. She noted several webinars, conferences, interviews, and meetings that staff and OHE-AC members have been attending to promote planning effort involvement, to obtain feedback, and to expand the reach of the plan. She provided an update to the online survey, and stated engagement and participation will be ongoing and continue past the July 1st approval date of the strategic plan.

Sandi Gálvez noted that “annual health equity summits” should not be capitalized in Strategic Priority A.

OHE-AC members thanked staff for their accessibility and openness and for gathering and incorporating stakeholder feedback in a short amount of time. OHE-AC members discussed opportunities for further public engagement, reaching vulnerable populations, engaging non-health partners, creating documents in an accessible language, addressing the needs of the community, and implementing the plan.

Public Comment – Section 4.

(please reference attached public comment section)

11:20 a.m. U.S. Department of Health and Human Services (HHS)

Sandi Gálvez announced this presentation has been postponed due to illness.

Public Comment – Section 5.

(please reference attached public comment section)

11:59 a.m. Lunch Break

1:00 p.m. Presentation - OHE Climate Action Team

Neil Maizlish, PhD, Research Scientist IV, CDPH, provided an overview of climate change and its impacts on health and health equity, the prevention strategies of state agencies and local communities, the legislation through the OHE’s overall climate reduction strategy, the strategies that maximize co-benefits, and the development of adaptation activities. OHE-AC members discussed social vulnerability and urban heat island potentials, the impact on agriculture, safeguarding California, the factors that create vulnerable communities, urban greening as a strategy to cool down communities, fuel efficiency standards, and reducing dependency on fossil fuels.

Public Comment – Section 6.

(please reference attached public comment section)

1:40 p.m. Presentation - California Reducing Disparities Project (CRDP) Strategic Plan to Reduce Mental Health Disparities

Ellen Wu, Executive Director, Urban Habitat; former Executive Director, California Pan-Ethnic Health Network(CPEHN); Member, OHE Advisory Committee, provided a brief overview of the CPEHN philosophy that



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has gone into working with the five population groups to develop the strategic plan, and the interaction between the CRDP and the OHE Strategic Plans.

Ruben Cantu, Program Director, CPEHN; Facilitator/Writer, CRDP Strategic Plan, provided a brief history of CPEHN and its mission and recognized several people who have been part of the project for the last four years. He provided an overview of the CRDP Strategic Plan, the five target populations, the planning process, the over-arching themes and goals, and the overlap between the CRDP and the OHE Strategic Plans.

OHE-AC members discussed the goals and timelines, the funding and meaningful stakeholder engagement of Phase II, the focus of gender in the population reports, and the apportioning of mental health issues upstream and downstream.

Public Comment – Section 7.

(please reference attached public comment section)

2:20 p.m. Break

2:30 p.m. Strategic Plan Small Group Discussions (to be continued on Day 2)

Tamu Nolfo provided an overview and expectations for the small discussion groups, as an opportunity to share and exchange conclusions on each of the strategic priorities. OHE-AC members were asked to separate into their small discussion groups and members of the public were invited to participate in the group(s) of their choosing.

4:30 p.m. Debrief | Public Comment Period/Public Comment for Items Not on the Agenda

As OHE-AC members regrouped, Dr. Nolfo recommended that members remain in the same groups when reconvening in the morning.

Public Comment – Section 8.

(please reference attached public comment section)

5:00 p.m. Closing Comments and Adjournment

Sandi Gálvez thanked everyone for participating and ended the proceeding.



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Day 2: Tuesday, May 13, 2014

AC Attendees in Person: Sergio Aguilar-Gaxiola, MD, PhD, Delphine Brody; Jeremy Cantor, MPH; Yvonna Cázares, BA; Kathleen Derby, MA; Aaron Fox, MPM; Sandi Gálvez, MSW; Alvaro Garza, MD, MPH; Pastor Willie Graham; Carry Johnson, PhD, Dexter Louie, MD, JD, MPA; Francis Lu, MD; Gail Newel, MD, MPH; Teresa Ogan, MSW; José Oseguera, MPA; Hermia Parks, MA, RN, PHN; Patricia Ryan, MPA; Linda Wheaton, MURP, AICP; Ellen Wu, MPH

9:00 a.m. Convene Meeting and Welcome | Agenda Review | Logistics

Sandi Gálvez, MSW, OHE-AC Chair, called the meeting to order, welcomed everyone, and asked OHE-AC members to introduce themselves.

9:10 a.m. Strategic Plan Small Group Discussions (Continued from Day 1)

Tamu Nolfo, PhD, OHE Special Consultant, provided an overview and expectations for the small discussion groups, as an opportunity to share and exchange conclusions on each of the strategic priorities.

OHE-AC members discussed that the state's role in providing leadership or resources is missing from the plan, the challenge of enough resources to implement the plan, that monitoring and evaluating the effectiveness of the activities is missing from the plan, and the need to clarify the roles and responsibilities of the OHE.

OHE-AC members were asked to separate into their small discussion groups by strategic priority. In those groups, they discussed benchmarks of the strategic plan strategies and goals, how to determine progress, how disparities will be reduced, and what each member brings to the table to move the strategies and goals along. Members of the public were invited to join the group(s) of their choice and provide feedback.

9:30 a.m. Break

12:00 a.m. Lunch

1:00 p.m. Strategic Plan Report Out of Small Groups

Tamu Nolfo gave the opportunity for everyone to change small groups to discuss another priority area for the afternoon session, and members separated into small groups.

OHE-AC members reconvened, and Tamu Nolfo asked for each group to select a representative to report out to the committee and the public, synthesizing feedback from their groups around proposed changes, additions, or deletions to their initiatives.

Group A – Identify and Disseminate Actionable Information on Disparities
Reported by Julia Caplan, MPP, MPH, Program Director, HiAP, PHI

Group B – Embed Health, Mental Health, and Equity into Institutional Policies and Practices across Non-Health Fields



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Reported by Meredith Lee, Health Program Specialist I, Policy Unit, OHE

Group C – Embed Equity into Institutional Policies and Practices across the Health Field
Reported by Marina Augusto, Staff Services Manager I, CDEU, OHE

Group D – Empower Communities in Disparity Reduction Initiatives
Reported by Kimberly Knifong, Associate Governmental Program Analyst, CDEU, OHE

Group E/F – Develop and Align Sustainable Multi-Sector Infrastructure and Support
Reported by Aimee Sisson, Public Health Medical Officer, CDEU, OHE

During the discussion period, Sandi Gálvez noted overlap between the small groups. She recommended adding clarification and avoiding duplication by organizing the plan differently into a simpler framework with three target areas - the health field, the health partners, and the communities, and Dexter Louie encouraged all members to submit names of five potential partners to staff.

1:30 p.m. Break

Public Comment – Section 9.

(please reference attached public comment section)

José Oseguera, MPA, made a motion to move forward with the modifications that have been suggested for the strategic plan.

(Motion made).

Vote: Motion approved.

4:15 p.m. Next Steps

Tamu Nolfo thanked members for their feedback and stated it will be synthesized and incorporated into the strategic plan that will go out July 1st. The next OHE-AC meeting will be in September or October, and there was a request to send a Doodle poll of possible dates for input from members.

4:30 p.m. Debrief | Public Comment Period/Public Comment for Items Not on the Agenda

Public Comment – Section 10.

(please reference attached public comment section)

5:00 p.m. Closing Comments and Adjournment

Sandi Gálvez thanked everyone for participating and ended the proceeding.