



**Executive Committee Meeting Minutes**

July 25, 2018

3:00 – 4:00 p.m.

Family Justice Center

**Attendees (listed alphabetically)**

Elece Hempel, Petaluma People Services Center  
 Jill Ravitch, District Attorney’s Office  
 Karen Fies, Sonoma County Human Services  
 Dr. Steven Herrington, Sonoma County Office of Education

**Staff:**

Oscar Chavez, Project Staff  
 Kellie Noe, Project Staff

<b>Topic</b>	<b>Discussion</b>	<b>Decision</b>	<b>Next Steps</b>
<b>Welcome, Introductions, agenda</b>	Oscar welcomed the executive committee and reviewed the agenda.	None	None
<b>Shared Measures of Success Study</b>	Kellie shared the outcomes from the 4 pilot shared measurement projects. Please see attached report for more details.  Discussion: How do we target the programs we want to support? We need to make a clear distinction between Upstream’s shared measurement work and the goals of ACCESS. We need to do a better job marketing/sharing the success of the work.	None	None
<b>Promoting Active Stewardship</b> <ul style="list-style-type: none"> <li>• Policy Committee Agenda Review</li> <li>• Executive Committee Role</li> </ul>	Kellie reviewed the policy committee agenda and the committee took action to approve the agenda with a unanimous vote. Dr. Herrington motioned to approve the agenda and Elece seconded the motion.  Oscar began a discussion about the role of Executive Committee. The committee discussed what they like, what is missing, and how they might better support the work.  Discussion: The group finds value in the smaller meeting, and wants to do more to support the strategic direction of the committee.	Policy Committee Agenda Approved	Continue Discussion at next meeting.  Reach out to Probation about membership.

Topic	Discussion	Decision	Next Steps
	The group wants to discuss how they can build better connections to the other committees. Membership should be revisited periodically. Jill Ravitch suggested the Probation Department might be a better fit for membership on the Executive Committee instead of the District Attorney.		
<b>Public Comment</b>	None	None	None
<b>Adjourn</b>	Meeting adjourned at 3:58 p.m.	None	None