



STEERING COMMITTEE MEETING AGENDA

August 20, 2014
9:30 AM – 11:30 PM

Superior Court Building
600 S. Commonwealth Ave., 9th Floor, Conference Room 907B
Los Angeles, 90005

TIME	AGENDA ITEM	LEAD
9:30	Welcome & Review Agenda, Minutes <ul style="list-style-type: none"> • Approve June minutes • Status of action items from March/April/June meetings 	Francisco, ACLAC Co-Chair
10:00	Workgroup Updates <ul style="list-style-type: none"> • Indoor Air • Outdoor Air • Schools • Clinical 	Workgroup co-chairs
10:20	July General Coalition Meeting Discussion <ul style="list-style-type: none"> • Evaluation summary • Brief discussion on meeting highlights and areas of improvement • Ideas for next general meeting (October 27) 	All
10:40	General Updates & Discussion <ul style="list-style-type: none"> • Discussion on option to follow up with absent SC members to get their vote on issues/minutes when a quorum is not present • Absent SC members – Advisory role members • Discussion to increase work group mobilization • Funding Committee Discussion • CA Breathing Healthy Homes & Asthma Trainings (dates are Sept 4, nurses; Sept 22-23 CHWs) 	All
11:20	<ul style="list-style-type: none"> • Announcements 	All
11:30	Adjourn	

SAVE THE DATE:
Next Steering Committee Meeting
September 10, 2014
Superior Court Building
600 S. Commonwealth Ave.
8th Floor, Conference Room A

Next General Coalition Meeting
October 27, 2014
The California Endowment, Mohave
1000 N. Alameda Street
Los Angeles, CA 90012

ACTION ITEMS**From Meeting Date: 6/11/14**

	Action Item	Person(s) Responsible	Due Date	Date Completed
1	Provide an option for call in to all steering committee meetings	Loretta	August 13	August 20
2	Set a date for Clinical/PIF workgroup meeting	Monica	August 13	August 1
3	Bring in at least one healthy homes training for health care workers in the fall, utilizing CA Breathing	Loretta/Ashley	Fall 2014	Date set for Nurse training, Sept 4; date for CHW training, Sept 22-23
4	Follow up with SC on draft fundraising letter	Loretta	August 13	

From Meeting Date: 5/14/14

	Action Item	Person(s) Responsible	Due Date	Date Completed
5	Update and revise DRAFT 2 of bylaws to review with committee on June 11, 2014	Loretta	June 11, 2014	Completed June 28
6	Members who use Facebook were to "like" the Facebook page and send out a request for friends to "like" the page as well	All	June 11, 2014	June 11, with restrictions
7	Work group chair were to set a meeting calendar for their work groups	Work group chairs	June 11, 2014	Need workgroup calendars

From Meeting Date: 3/12/14

	Action Item	Person(s) Responsible	Due Date	Date Completed
8	Convene a meeting of school nurses and staff, clinicians, CHWs, and ACLAC members to work on a standard AAP	School workgroup	June 30, 2014	Completed June 25 and ongoing
9	Convene a meeting for clinical workgroup/PIF	Janet/Loretta	March 31, 2014	Completed August 1
10	Develop a sign-up sheet for Community Health Workers group for general coalition meeting to gauge interest	Loretta/Ashley	April 10, 2014	Completed July 28
11	Develop an adhoc committee dedicated to fundraising for the coalition	Loretta	June 1, 2014	ongoing