|  |  |  |
| --- | --- | --- |
| Committee Members (Voting Members)  | Title | Present |
| Yes | No |
| Jerry O’Sullivan | Chairperson | X |  |
| Juliete Palenshus | Vice Chairperson | X |  |
| DeeJay Juarez |  | X |  |
| Chelsea McLaughlin |  | X |  |
| Catherine Paul |  | X |  |
| Melanie Prummer |  |  | X |
| Tiffany Rueda |  | X |  |
| Christin Rutledge |  |  | X |
| Dr. Sharon Stanphill |  |  | X |
| Brenda Tibbetts |  | X |  |
| Deanna Watson |  | X |  |
| Sarah Wickersham |  | X |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Non-Voting Participants/Guests | Title |  | Non-Voting Participants/Guests | Title |
| Bevin Ankrom |  |  | Brandi Gardner |  |
| Kat Cooper |  |  | Juliet Rutter |  |
| Melissa Cantwell |  |  |  |  |
| Stylanna Orejuela |  |  |  |  |

| **Agenda Item** | **Discussion** | **Action**  | Status |
| --- | --- | --- | --- |
| Call to Order |
| 1. Call to Order
 | 3:50 |  |   |
| 1. Review of Minutes
 | None  | Brenda motioned to approve the minutes as presented, Catherine seconded the motion.  | [ ]  Closed[ ]  F/U Required[x]  Approved |
| Follow-Up Business |
| 1. CHIP Funding Slate
 | None | Brenda motioned to approve the 2023 CHIP Funding Slate, Sarah seconded the motion. | [ ]  Closed[ ]  F/U Required[x]  Approved |
| New Business |
| 1. OHA Update
 | Bevin shared information on the end of the public health emergency, and what impact that will have on services. Bevin shared information on upcoming communications with members, and upcoming webinars. Bevin shared information on the forgiveness of minor traffic fines, which allows folks to obtain their drivers license.  | None | [x]  Closed[ ]  F/U Required[ ]  Approved |
| 1. CAC Meeting Changes
 | Kat discussed changes to the templates and internal workgroup reporting structure. | None | [x]  Closed[ ]  F/U Required[ ]  Approved |
| 1. 2023 CAC Work Plan
 | Kat presented the 2023 CAC work plan, with specific focus on adjusting the timeline for 2024 CHIP funding.  | The CAC approved the 2023 CAC work plan, including changing the timeline of CHIP Funding. The application will be live September 1 – October 31, and the CAC will allocate funds by the end of the calendar year 2023. | [ ]  Closed[ ]  F/U Required[x]  Approved |
| 1. CAC Charter Review
 | The CAC reviewed the proposed changes to the CAC Charter | The CAC approved the proposed changes to the CAC Charter | [ ]  Closed[ ]  F/U Required[x]  Approved |
| 1. CHA/CHP Process
 | Kat updated the CAC on the CHA/CHP process |  | [x]  Closed[ ]  F/U Required[ ]  Approved |
| Open Forum  |
| 1. Word on the Street
 | Juliete shared an update on the progress of the DEI worksites training including the work at UHA and upcoming at UCC. Also, she shared information on an upcoming project to institute a community wide wellness passport, a free yoga class and a downtown cleanup. Juliet shared information on the Community Baby Shower, taking place April 22nd from 9-3 at Roseburg High School. Brenda shared information on the Celebrate Children event at Wildlife Safari on April 29th from 10-3. Sarah shared information on Douglas CARES Hero Day, taking place April 19th in the late afternoon at Douglas CARES.Jerry shared information on the Navigation Grant’s first round, and will share more information as it comes available on the next round of funding.  |  | [x]  Closed[ ]  F/U Required[ ]  Approved |
| Adjournment |
| 4:45pm |  |  |  |

Respectfully Submitted:

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| --- | --- |
| Jerry O’Sullivan |  |
| Name, Chairperson | Approval Date |

Recorded by:

|  |
| --- |
| Kat Cooper, Community Engagement Coordinator |
| Name and title of recorder |

**Meeting Action Items:**

|  |  |  |  |
| --- | --- | --- | --- |
| Action | Responsible Person | Action Date | Status |
| 1 | Notify all CHIP Funding applicants of funding decisions | Kat Cooper | 2/10/23 | Completed |
| 2 | Finalize CAC Charter update | Kat Cooper | 2/27/23 | Completed |
| 3 |  |  |  |  |
| 4 |  |  |  |  |