



## Action Plan Workgroups Summary

Action & Family Council Members

November 15, 2023

### Attendees

Workgroup 2 present: Natali R., Wendy M., Christine B., Veronica T., Lizbeth M., LuAnna H., Ashley P., Lorena N., Liz S., Adriana B.

### Agenda

1. Welcome
  - a. Alicia greeted the members and presented them with the Action Plan.
2. Action Plan Feedback.
  - a. Alicia asked for feedback on everything collected from meetings. Members discussed question one.
  - b. Members discussed the data supporting the recommendation's second question.
  - c. The group proceeded to question three regarding the necessary goals to implement the recommendation.
3. SMART Goals Table.
  - a. Alicia presented the SMART Goals table and asked for feedback on possible goal combinations.
    - i. Members gave their feedback on the SMART Goals table.
4. Members discussed anticipated risks and barriers to achieving goals.
5. During the meeting, the group discussed question five which pertains to proposed solutions for anticipated risks and barriers to achieving goals.
6. The members also discussed the agencies and organizations that need to be involved in order to achieve the goals and implement recommendations.
  - a. A list was compiled of the agencies and organizations that members agreed should be involved.
7. Members then focused on who should be present at the table to achieve the objectives and put the recommendation into effect.
  - a. A list was compiled of individuals who need to be present at the table to implement recommendations.
8. Alicia expressed her gratitude for the time and valuable input provided by the members. The meeting then was adjourned.



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### Attendees

Workgroup 1 present: Deedee B., Kristy B., Jessica D., Amy A., Lorena R., April W., Dulce T., Courtney C., Josephine D., Jasmine D., Sofia, Gretchen S., Lili Lopez, Allison H., Abigail D.,

### Agenda

1. Welcome and Introductions.
2. Action Plan.
  - a. Alicia presented the Action Plan and requested feedback on the questions discussed in the last meeting.
    - i. Everyone agreed on the response to the first question regarding the reason for the recommendation.
    - ii. Members discussed the use of quantitative and qualitative data to support the recommendation.
      1. Members shared experiences and knowledge to aid quantitative and qualitative data.
    - iii. During the last meeting, members discussed question three which pertains to the goals necessary for implementing the recommendation. Alicia reviewed the locations that members agreed could be utilized to reach the community.
      1. During the meeting, the members discussed and exchanged various ideas on how to effectively engage with the community. The focus was on devising different approaches to reach out and connect with the community in an effective manner.
    - iv. SMART Goals.
      1. Alicia presented the SMART goals chart and requested feedback from members.
    - v. The members talked about the potential risks and barriers that could prevent them from achieving their goals.
    - vi. Members came up with possible solutions to the identified risks and barriers.
    - vii. Alicia presented some of the collaborations we discussed that organizations need to meet goals and implement recommendations.



1. The members talked about identifying the additional agencies or organizations that they believe are necessary.
- viii. The members then discussed the necessary individuals who should be present at the table. Members came up with individuals they think are important to support with the work.
- ix. At the end of the meeting, Alicia expressed her gratitude to everyone for their time and feedback.