



**PCN Admin Team
Meeting Minutes
February 23, 2007**

Attendees: Cynthia Spears, Veronica Blake, Barbara Gunther, Jim Gandley, Lauren O'Brien

Absent: Jan Shonkwiler, Holly Harper, DeAnne Thornton

Transportation Project: Lauren updated the team on the transportation project:

- A team has been formed and is working on flushing out the concept and raising \$200,000 in start-up funds. This team is comprised of:
 - Sutter
 - Macy's Transportation
 - Seniors First
 - Kaiser
 - (we also hope to have PIRS on the team)
- The plan is to fund 2 vans for 48 rides per day 5 days per week. That would facilitate the transportation of 5,700 rides over a one-year period.
- The target market will be the underserved populations as well as seniors and disabled.
- Seniors First will be the front-end service that will handle calls and determine which available transportation service is best.
- Kaiser and Seniors First are going to submit a Clean Air Grant for \$75,000 to get some initial funding.
- Additionally, Kaiser and Sutter are looking to propose \$50,000 each in grant funding to their respective grant teams. Lauren will supply the more detailed concept paper to support this effort.
- The team is also looking to get funds from other players such as UCD.
- Cal Endowment has not responded yet to the level of interest.

Granlibakken:

- The group agreed to have a retreat November 1st and 2nd (1.5 days) at Granlibakken.
- After some discussion it was determined that the audience would be the leaders of organizations consisting of existing PCN Strategy Team members and new potential members. Target 50 (30 existing and 20 new).
- It was suggested that the retreat include general info on PCN as well as the power of collaboration.
- We will discuss a more formal agenda for the 1.5 days at the next Admin. Team meeting, however, there was interest in making the event fun and inspirational with keynote speakers/trainers.

PCN Member Drive: Letter to go out this week. New members will be targeted a bit differently. Some Admin. Team members will be called on to formally recruit these new members. The team agreed to continue to use the existing dues structure until a more fully developed sustainability plan is in place.

Working more Closely with First 5: The team agreed that a stronger relationship with First 5 would be good for both organizations. Although Don Ferretti is retiring in August, the group agreed that it would be good to try and foster collaboration before his retirement so that when the new leader came on board there would be a stronger tie to PCN. Barbara Gunther offered to take the lead in assisting with this bridging effort with Jim Gandley supporting.

On a separate note, it was mentioned that the transportation project will help children 0-5 so there might be an opportunity to get some funding/support from First 5 as it relates to this project.

Sustainability Planning- The team discussed having the continued support of major partners such as HHS, Sutter and City of Roseville and expanding this concept to improve overall sustainability of PCN. Both Sutter and HHS indicated initial support of the concept of paying at a partner level (starting at \$10K). City of Roseville indicated that they were not sure they could commit to this level of support as it was originally pitched to them that their 3year pledge was seed money for an ED that would eventually bring the organization to sustainability.

It was mentioned by several on the team that PCN still needed to “prove” itself in order to garner additional support at a partner level from newer folks. What is needed, they suggested, is for PCN to show that it is fostering new collaborative relationships and achieving specific outcomes. The team recognized that PCN is on the right track but that it still had a way to go.

PCN Mixer - The mixer will be held on Thursday, March 29th from 5:00 to 7:30 at the Gathering Place in Loomis. Streamline is working on having speakers that can tell personal stories of where collaboration helped them.

- Each PCN Strategy Team member will be asked to bring a new potential member to the event.
- The speakers will comprise only 25 minutes of the event in order to encourage mingling.
- Admin. Team to serve as “ambassadors”, greeting new members, and inviting new folks to the event.
- Streamline solidifying logistics, drinks/apps and invitation that will go out.
- Event will include wine/beer/non-alcohol drinks and light appetizers.

Strategy Team meetings: The team agreed to have the Strategy Team meetings every other month until the end of the year. With the exception of the next meeting, which will be held on **April 25 from 10am -12pm**, strategy team meetings will fall **on the 3rd Wednesday of every other month from 10am to 12pm. The following meeting would therefore fall on Wed. June 13th.**

Admin. Team meetings: It was discussed that the Admin. Team meetings be set more formally. It is recommended that the Admin. Team meetings be held **every 4th Wed. from 10-11 am**. The next Admin. Team meeting will be **March 28th** at the Placer Community Foundation.