



**PCN Admin Team  
Meeting Minutes  
April 30, 2007**

**Attendees:** Cynthia Spears, Veronica Blake, Barbara Gunther, Lauren O'Brien, Jan Shonkwiler, DeAnne Thornton

**Absent:** Holly Harper, Jim Gandley

**Next Admin Team meeting: Thursday, May 31<sup>st</sup> 9-10am PCF offices**

**Project updates:**

- **Transportation Project:**
  - Submitted grant to Cal Endowment
  - Looking for additional funders
    - Sierra Health Foundation was suggested
  - Tracking for start of project fall of 2007
  - Action: Lauren to call Carol to mention our submittal
- **Youth Panel:**
  - Discussion was very valuable, good connections made
  - Timing conflict with many PCN members – low turnout
- **Wellness Fund:**
  - Like the idea –employee giving is one component of fund
  - Could expand program with retailers and restaurants over time
  - Question whether employers are giving benefits to employees
    - If not, there might be a reluctance to give
    - Need to update estimates based on FTE and add governments
  - Look at Lincoln Community Foundation for sample grant application
    - Grant application needs to be simple and straightforward
  - Question mini grants –are \$500 grants beneficial, should evaluate impact of small grants vs. larger ones
    - Agree that starting small is a good place, but suggest looking into larger grants
  - Raley's could be a good employer to get as it was founded by a local Placer resident (Joyce Raley is now the owner)
- **Technical Assistance Coalition:**
  - PCN invited to participate as member
  - First step is to do comprehensive needs assessment
    - PCN will represent all members as well as known work done in this area (such as pocket study, Hospital needs assessments, Tahoe community report card)
  - Team sees this as a good fit for capacity building opportunities and issue identification
  - MOU to be signed by fiscal sponsor

- **Housing Forum**
  - Ideas: what is the housing situation for low to very low income people, what exists out there, how to access housing on a permanent basis
  - Describe the programs that each city offers – what is available
  - What can agencies do for their clients? –
  - Discuss habitability issues: what are the rights for folks?
  - Start as a community conversation with professional . . do more later.
  - Need to have developers of affordable housing –integrate with planning and incorporate set asides for those with special needs and disabilities.
  - Describe the cost of not having options. Costs of state and federal funding for temporary options like living in care homes or homeless shelters vs. cost of having permanent options. What is the per person cost? What are the benefits?
  - **Time:** June 20, 9-12
  - **Location:** TBD, maybe City of Roseville Maidu Center
  - **Invitees:** We will do a big communications push to get many folks there who need to hear this conversation. Expect up to 50 to 100.
  - **Potentials:** Joanie Cameron, Candace Roder, Project Go, Developers, City of Auburn
  
- **Workforce Excellence:**
  - Concept: To improve retention and quality of workforce for non-profits
  - Folks to talk to: Golden Sierra Job Training, Become, CAN (California Association of non-profit executives), 49er ROP
  - Start with small group to flush out need with non-profits and government agencies: Lauren, Veronica, non-profit resource center
  - Current larger team to meet after this initial small meeting (late June): Sierra College Workforce Development, Sierra College Foundation, LEED, nonprofit resource center, Placer County Economic Development dept.
  
- **Trainings:**
  - It was suggested that PCN host some trainings potentially using some of the more up to date technology so that trainings can be done virtually. This would save in mileage, drive times, and personal time from all those involved. It was also position PCN as being more of an innovative, thought leader.
  - Could potentially weave in an inspirational speaker into this type of format where it is more cost effective and doesn't involve the speaker's travel time and cost.

### **PCN Member Drive Update:**

- 18 members have donated for 2007 thus far for a total of \$25,500. We are working on collecting from the remaining members and targeting new members. We hope to get an additional \$3,000 to \$5,000 from this effort.
- Streamline has been picking up the cost of printing and mailing for this. It was requested that Streamline bill PCN for this.

### **Budget forecast for PCN:**

- Streamline presented a draft budget to the Admin. Team to illustrate the potential sustainability of the organization. The highlights were:
  - The goal is to have partner dues sustain the general operations of PCN estimated at \$60,000 per year. Currently we have 4 partners and we would like to recruit up to 4 more over the next few years.
  - Potential partners could include: City of Auburn, Kaiser Permanente, Pride Industries, Sierra College
  - Project Fees: PCN currently has \$30,000 committed in project fees for the Transportation project and Technical Assistance Coalition. Project fees will also aid the sustainability of PCN. Additional potential projects forecasted are: Network of Care, Wellness Fund, Workforce Excellence.
  - Grants: PCN will seek out grants as it has not done this in the past. We hope to get at least \$15,000 per year from this effort.
  - Sponsors: We will try to solicit sponsorships from businesses. In return, these businesses will get visibility at mixers, on the web, in our newsletter, etc.
  - Streamline will attempt to keep expenses as low as possible and will only work on projects if they will pay for themselves in some way, thus ensuring the sustainability of PCN.
- Overall, PCN is underbudget and currently has \$40,000 in the bank.

**PCN Mixer** – Amidst a broader strategy that is being formed for PCN to partner with businesses in Placer County, it was recommended that we hold off on having a mixer in the fall (it also competes with the November retreat) and do a spring mixer in partnership with a local chamber (Rocklin). We will hopefully have more of a plan on how to communicate to this sector by end of year.

- Veronica to speak with City of Rocklin to brainstorm ideas and get feedback

### **Fall Retreat**

- Date Nov. 1 & 2
- Group agreed to have some training such as Bruce Anderson – Cultural Competency
- Also discussed potential rope course for team building and story telling
- Lauren to contact Tad Kitada for storytelling contact (Joe) & ropes course person
- Streamline to look at sample pricing format from years past that Janice Critchlow used.