



MEETING MINUTES

Call to Order: 1:30 p.m.

Present:

Name	Agency	Role
Michele Grupe	Social Change Partners	Consultant
Carine Verduco	Children and Family Services	Manager, Prevention Lead
John Fong	San Mateo County Children & Family Services	CFS Director
Leslie Garcia	StarVista Differential Response	Manager, (new to the position)
Michelle Blakely	First 5	Deputy Director
Debra Pomeroy	Children and Family Services	Management Analyst
Andrea Avina	StarVista Together for Families	Program Manager
Christina Falla	Board of Supervisors	Legislative Aid, Office of Supervisor Noelia Corzo
Melissa Guariglia	Family Connections	Director of Infrastructure & Clinical Services
Mirella Melchor	CASA of San Mateo County	N/A
Sean Hughes	Social Change Partners	Managing Partner – Governmental Relations
Maria Herrera	Family Health Services	Public Health Nursing Supervisor
Amy Lam Bonilla	Family Health Services	Clerical Services Manager, Pediatric Home Visiting
Allison Bettner	Public Health	CFS Public Health Nurse
Maddy Blake	StarVista	
LaRay Hilt	CASA of San Mateo County	Supervisor
Eric Valladares	Family Connections	Executive Director
Elizabeth Cauley	SCAN	Program Manager

Welcome and Public Comment: The San Mateo County Child Abuse Prevention Council (CAPC) was recognized for their contributions in the November 9, 2023 Kick-off meeting, moving San Mateo County forward in the next phase of implementation.

Public Comment/Brown Act: No members of the public requested to comment.

Current San Mateo County Bylaws and Structure

The current county bylaws require updating in order to provide clarity on decision making practices and processes, as well as with the bylaws themselves. San Mateo County Board of Supervisor (BOS) approval will be required of the new bylaws. The target submission date for BOS review and approval is April 2024.

The January 2024 CAPC meeting will be used as a working session to build out the bylaws and structure.

Prospective CAPC Membership

Bylaws and WIC code provide guidance on the roles of CAPCs, membership, and categories to be represented. The CAPC will need to decide how it wants the future membership to look.

Michele Grupe developed a spreadsheet listing the major categories and their subcategories. CAPC members were tasked with populating the spreadsheet with contact information for the prospective organizations and for conducting outreach to the prospective members they identified. Outreach efforts are to include discussion on community impact, direct benefits to the individual and their organization, and member roles and responsibilities. Michele Grupe will refine the talking points to be used by CAPC members.

Current CAPC members will use the talking points to reach out to potential members by January 31, 2024.

Michele Grupe will send CAPC members a link to the running google doc (spreadsheet) for future reference and additional updates.

2024 Blue Ribbon Month Activities

Past Activities included:

- San Mateo County BOS Resolution and Proclamation
- Flag raising
- Distribution of Blue Ribbon pins
- Outreach and education

CAPC members will explore ways to improve engagement efforts in the community and identify which agencies are located in the bay area communities.

Family Connections is connected with a community-based collaborative that is engaged with Redwood City Together and other community agencies. The organization wants to host a community event and resource fair with the goal of educating families on the resources available in their respective communities, highlighting the prevention and early intervention work being done. A gap was seen in outreach to Spanish speaking communities. Planning efforts may include workshops, presentations, and resources targeting this population. An event designed specifically for the Spanish speaking community would encourage more engagement.

San Mateo CAPC indicated an interested in partnering on this event for April's Blue Ribbon month.

The Greater Bay Area Child Abuse Prevention Collaborative Meeting, occurring the week of December 18, will be planning for an event which will include discussion on a theme, materials and resources.

SF CAPC, under the Safe and Sound organization, organizes a regional blue ribbon calendar of events which includes events and trainings taking place across the 10 bay area counties.

2024 CAPC Schedule

Meetings have been occurring on the on the first Thursday of each month. The group provided feedback that this time slot and reoccurrence works for now.

For January 2024, the first meeting was proposed to occur on the second Thursday, January 11, 2023 due to the holiday schedule. Meetings will resume to the regular schedule of the first Thursday of each month from 1:30 PM – 2:30 PM starting in February 2024.

Prevention Lead Role Updates

Debra Pomeroy will be Prevention Lead for San Mateo County Human Services Agency starting in January 2024.