

Meeting Minutes: Joint Community and Government Domain Meeting March 8, 2018 from 2:00-4:00 p.m. CHIP 5095 Murphy Canyon Rd, Suite 105 San Diego CA, 92123	Next Community Domain Meeting: May 10, 2018 from 2:00-4:00 p.m. CHIP 5095 Murphy Canyon Rd, Suite 105 San Diego CA, 92123
Attendees: Jessie Towne-Cardenas, Katie Judd, Nina Ghatan, Zack Hensen Recorder: Lyndsey Tapia	

Topic/Issue	Discussion	Action
Welcome and Introductions	<ul style="list-style-type: none"> Welcome and Introductions were led by Nina. 	
COI Mini-Grant Program	<ul style="list-style-type: none"> The Community Domain revisited the mini-grant application by sections to discuss any feedback and updates of the language and instructions for the upcoming round of funding applicants. The following were some suggested feedback: <ul style="list-style-type: none"> Update timeline on the application and be mindful about the end of school year projects. Shift rubric and come up with a point system. Potentially more points should be offered for collaborations and partnerships and for being a part of a larger environmental change. After this round of applications, potentially sending out a survey to applicants asking how long it took them to complete the app. and what would make it easier to maintain a better grasp on applicant's needs. Potentially creating a resource of other funding opportunities for denied applicants. Nina developed a Frequently Asked Questions sheet with common questions that have been asked by applicants in the past. By making this FAQ sheet available will hopefully provide applicants more information and to focus in on what the workgroup is expecting. Once completed, the FAQ's list will live on the COI website to access at all times. The workgroup also discussed focusing on reviewing the mini-grant application and revising the document to make it easier and more focused on the overarching theses and asks. A date for the mini-grant webinar has been set for for Monday, May 7 at 11:00am where we will review the application process, provide tips for submitting a strong application, and answer any questions. This will be a live webinar but recorded for those that missed the live showing. 	<ul style="list-style-type: none"> Zack send Lyndsey the link for the Community Health Statistics website.
Announcements	<ul style="list-style-type: none"> Chicano Park Day is on April 21 from 10am-5pm. The Environmental Health Coalition will be releasing their completed mural and herb garden which was funded by the second round of the COI mini-grants. At Chicano Park there will be a celebration including food, dancing, and culture. 	