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# **CAC Selection Committee Report**

**Tuesday, December 17, 2024  
10:30 am to 11:30 pm**

**Alameda, CA 94502**

# AGENDA

## CAC Selection Committee Meeting

December 17<sup>th</sup>, 2024  
10:30 AM – 11:30 PM

### In-Person and Video Conference Call

Oakland/Hayward Conference Room  
1240 S. Loop Road  
Alameda, CA 94502

**PUBLIC COMMENTS:** Public Comments can be submitted for any agenda item or for any item not listed on the agenda, by mailing your comment to: “Attn: Clerk of the Board,” 1240 S. Loop Road, Alameda, CA 94502 or by emailing the Clerk of the Board at [brmartinez@alamedaalliance.org](mailto:brmartinez@alamedaalliance.org). You may attend meetings in person or by computer by logging in to the following link: [Click here to join the meeting](#). You may also listen to the meeting by calling in to the following telephone number: [1-510-210-0967 conference id 199520254#](#). If you use the link and participate via computer, you may use the chat function, and request an opportunity to speak on any agenda item, including general public comment. Your request to speak must be received before the item is called on the agenda. If you participate by telephone, please submit your comments to the Clerk of the Board at the email address listed above or by providing your comments during the meeting at the end of each agenda item. Oral comments to address the committee are limited to three (3) minutes per person. Whenever possible, the committee would appreciate it if public comment communication was provided prior to the commencement of the meeting.

**PLEASE NOTE:** The Alameda Alliance for Health is making every effort to follow the spirit and intent of the Brown Act and other applicable laws regulating the conduct of public meetings.

#### 1. CALL TO ORDER

*A regular meeting of the Alameda Alliance for Health CAC Selection Committee will be called to order on December 17<sup>th</sup>, 2024, at 10:30 AM in Alameda County, California, by Rebecca Gebhart, Presiding Officer. This meeting is to take place in person and by video conference call.*

#### 2. ROLL CALL

#### 3. AGENDA APPROVAL OR MODIFICATIONS

#### 4. INTRODUCTIONS

#### 5. CONSENT CALENDAR

*(All matters listed on the Consent Calendar are to be approved with one motion unless a member of the CAC Selection Committee removes an item for separate action. Any consent calendar item for which separate action is requested shall be heard as the next Agenda item.)*

## 6. COMMITTEE BUSINESS

- a) ROLES AND RESPONSIBILITIES OF THE CAC SC MEMBERS
- b) REVIEW CAC APPLICATION AND QUESTIONNAIRE
- c) CAC MEMBERSHIP UPDATE
- d) CAC CANDIDATE REVIEW
- e) CAC MEMBER RECRUITMENT UPDATE

## 7. UNFINISHED BUSINESS

## 8. PUBLIC COMMENT

## 9. ADJOURNMENT

### **NOTICE TO THE PUBLIC**

The foregoing does not constitute the final agenda. The final agenda will be posted no later than 24 hours prior to the meeting date.

The agenda may also be accessed through the Alameda Alliance For Health's Web page at [www.alamedaalliance.org](http://www.alamedaalliance.org)

### **NOTICE TO THE PUBLIC**

An agenda is provided for each CAC Selection Committee meeting. Please call the Clerk of the Board at 510-995-1207 for assistance or any additional information. Meeting agendas and approved minutes are kept current on the Alameda Alliance for Health's website at [www.alamedaalliance.org](http://www.alamedaalliance.org).

An agenda is provided for each Committee meeting, which list the items submitted for consideration. Prior to the listed agenda items, the Committee may hold a study session to receive information or meet with another committee. A study session is open to the public; however, no public testimony is taken and no decisions are made. Following a study session, the regular meeting will begin at 3:00 PM. At this time, the Committee allows oral communications from the public to address the Committee on items NOT listed on the agenda. Oral comments to address the Committee are limited to three minutes per person. Staff Reports are available. To obtain a document, please call the Clerk of the Board at 510-995-1207.

**Additions and Deletions to the Agenda:** Additions to the agenda are limited by California Government Code Section 54954.2 and confined to items that arise after the posting of the Agenda and must be acted upon prior to the next CAC Selection Committee meeting. For special meeting agendas, only those items listed on the published agenda may be discussed. The items on the agenda are arranged in three categories. **Consent Calendar:** These are relatively minor in nature, do not have any outstanding issues or concerns, and do not require a public hearing. All consent calendar items are considered by the Committee as one item and a single vote is taken for their approval, unless an item is pulled from the consent calendar for individual discussion. There is no public discussion of consent calendar items unless requested by the Committee.

**Public Hearings:** This category is for matters that require, by law, a hearing open to public comment because of the particular nature of the request. Public hearings are formally conducted and public input/testimony is requested at a specific time. This is your opportunity to speak on the item(s) that concern you. If, in the future, you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the Committee at or before the hearing. **Committee Business:** Items in this category are general in nature and may require Committee action. Public input will be received on each item of Committee Business.

**Public Input:** If you are interested in addressing the Committee, you may submit comments on any agenda item or on any item not on the agenda, in writing via mail to "Attn: CAC Selection Committee," 1240 S. Loop Road, Alameda, CA 94502; or through e-comment at [brmartinez@alamedaalliance.org](mailto:brmartinez@alamedaalliance.org). [You may also provide comments during the meeting at the end of each topic.](#)

**Supplemental Material Received After The Posting Of The Agenda:** Any supplemental writings or documents distributed to a majority of the Committee regarding any item on this agenda after the posting of the agenda will be available for public review. To obtain a document, please call the Clerk of the Board at 510-995-1207.

**Submittal of Information by Members of the Public for Dissemination or Presentation at Public Meetings (Written Materials/handouts):** Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting by sending it to the Clerk of the Board 1240 S. Loop Road Alameda, CA 94502. This information will be disseminated to the Committee at the time testimony is given.

**Americans With Disabilities Act (ADA):** It is the intention of the Alameda Alliance for Health to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Alameda Alliance for Health will attempt to accommodate you in every reasonable manner. Please contact the Clerk of the Board, Brenda Martinez, at 510-995-1207 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

I hereby certify that the agenda for the CAC Selection Committee materials were posted on the Alameda Alliance for Health's web page at [www.alamedaalliance.org](http://www.alamedaalliance.org) by December 14<sup>th</sup>, 2024, 10:30 AM.



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Clerk of the Board – Brenda Martinez

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# Roles and Responsibilities of the CAC SC Members

- ▶ SC Responsibilities include:
  - ▶ **\*Selecting and approving members** of the CAC.
  - ▶ **Ensuring** CAC membership reflects the **Medi-Cal Member population** in Alameda County, including diverse representatives.
  - ▶ **Modifying** the CAC to **ensure community representation and engagement.**
  - ▶ **Including representatives** from diverse and hard-to-reach populations, focusing on health disparities and diversity in race, ethnicity, gender identity, sexual orientation, and physical disabilities.
  - ▶ **Replacing vacant CAC** seats within **60 days** when a member resigns or is unable to serve.
  - ▶ **\*Linking Alliance staff** with community-based organizations or individuals for member recruitment.

*\*new or modified responsibility*

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# Review CAC Application and Questionnaire

# CAC APPLICATION AND QUESTIONNAIRE

- ▷ Background:
  - ▶ Each CAC candidate completes an application and questionnaire.
- ▷ CAC Application asks for details on the following:
  - ▶ Section 1: Contact Information
  - ▶ Section 2: Meeting Interest, including:
    - Reasons for interest
    - Ability to attend meetings
    - Accommodations/assistance with meetings
    - Demographics
    - Background/additional information



- ▶ Questionnaire asks the following:
  - ▶ Why would you like to be a member of the Alliance's Community Advisory Committee?
  - ▶ What can you bring to the committee?
  - ▶ Can you commit to attend 4 meetings a year?
  - ▶ Is there anything else you want the group to know about you?

▷ Discussion and Feedback:

- ▶ How can the Alliance improve the CAC Application and Questionnaire?
- ▶ Are there any sections that need more detailed questions?
- ▶ Do the questions accurately reflect the purpose of the CAC?
- ▶ Were there any areas that we should include or remove in the application or questionnaire?

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# CAC Membership Update

# CAC MEMBERSHIP UPDATE

## ▷ **Member Leaving the CAC:**

- ▶ Amy Sholinbeck
- ▶ Last meeting: December 5, 2024

## ▷ **Organization:**

- ▶ Asthma Start Program-Alameda County Public Health Department

## ▷ **Next Steps:**

- ▶ Mail formal exit letter (CAC Planning Team)
- ▶ Recruitment



# CAC Candidate Review

▷ **Name and Demographics:**

**Name:** Jennifer Gudiel

**Age Group:** 18-35

**Language:** English

**Race/Ethnicity:** Latina

▷ **Organization:**

- ▶ Asthma Start Program-Alameda County Public Health Department

▷ **Background:**

- ▶ Recommended replacement by CAC member, Amy Sholinbeck.
- ▶ Long-time Alameda County resident.
- ▶ Former Group Peer Health Diabetes Educator.
- ▶ Current Asthma Community Health Outreach Worker.

▷ **Asthma Start Program Involvement:**

- ▶ 4 years at Alameda County, primarily with Alliance members.

▷ **Reason(s) for Interest:**

- ▶ Passion for helping the community.
- ▶ Desire to understand how to be of better service.
- ▶ Aim to build a stronger network and collaborate with the Alliance, their partners, and members.

▷ **Name and Demographics:**

**Name:** Robert Williams

**Age Group:** 18-35

**Language:** English

**Race/Ethnicity:** Mixed

▷ **Organization:**

- ▶ Health and Human Resource Education Center (HHREC) in Alameda County

▷ **Background:**

- ▶ San Francisco Mission District native.
- ▶ Senior Program Manager of the 10x10 Health and Wellness Program at HHREC.



## ▷ **HHRC Program Involvement:**

- ▶ Oversees the 10x10 program, focusing on 10 dimensions of wellness (physical, emotional, spiritual health).
- ▶ Provides workshops, group activities, and community engagement for personal development.

## ▷ **Additional Roles:**

- ▶ Serves in the US Army National Guard as a Helicopter Avionics Mechanic.
- ▶ Over a decade of experience in diverse workforce programs.
- ▶ Certified to teach fitness classes and provide nutrition support through military education.

## ▷ **Goals:**

- ▶ Drive transformative change, build positive outlooks, and reshape perspectives.

## ▷ Reason(s) for Interest:

- ▶ Advise the Alliance on how best to increase member access to care.
- ▶ Help the Alliance better serve member of different cultures and abilities.
- ▶ Inform the Alliance about member health needs.
- ▶ Young adult representation
- ▶ Promoting youth inclusion

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# CAC Member Recruitment Update

# CAC MEMBER RECRUITMENT UPDATE

▶ Presented information about the CAC to the following groups:

First 5 Alameda County  
Fathers Corps.

- Father-Friendly Provider Network Members (FFPN):  
11/15/2024
- Healthy Relationships Learning Community (HRLC):  
11/21/2024

Health and Human  
Resource Education  
Center (HHREC)

- Received application and questionnaire from Senior  
Program Manager.

Alameda County Public  
Health Fatherhood  
Initiative

- Received interest to support recruitment.
- Will connect the CAC Planning team with interests.

# Thank you!

Please contact us if you have any questions.

Linda Ayala, Director, Population Health and Equity

[layala@alamedaalliance.org](mailto:layala@alamedaalliance.org)

Mao Moua, Manager, Cultural and Linguistic Services

[mmoua@alamedaalliance.org](mailto:mmoua@alamedaalliance.org)



## Community Advisory Committee (CAC) Application

At Alameda Alliance for Health (Alliance), we value your thoughts and opinions. The Community Advisory Committee (CAC) provides a link between the Alliance and the Community. If you would like to be a part of the CAC, please complete the form below.

### INSTRUCTIONS

1. Please print clearly, or type in the fields below.
2. Mail the completed form to:

Alameda Alliance for Health  
 Attn: Health Education  
 1240 South Loop Road  
 Alameda, CA 94502

The Alliance will contact you about your application. If you have any questions, please call Alliance Health Programs Coordinator at **1.510.373.5674**.

**SECTION 1: YOUR INFORMATION**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

I prefer the Alliance contact me by:  Phone Call  Email  Text

Alliance Member ID # (yours or your family member's): \_\_\_\_\_

*If a family member's Alliance member ID #:*

Name of Family Member: \_\_\_\_\_ Your Relationship: \_\_\_\_\_

**SECTION 2: MEETING INTEREST**

1. Please check the reason(s) you would like to join the CAC:
  - Advise the Alliance on how best to increase member access to care.
  - Give a member's point of view on Alliance programs and services.
  - Help the Alliance better serve members of different cultures and abilities.
  - Inform the Alliance about member health needs.
  - Other: \_\_\_\_\_
2. Are you able to attend four (4) meetings a year?  Yes  No
3. Can we assist you with any of these for the meetings?
  - Interpreter  Childcare  Disability Accommodation: \_\_\_\_\_
  - Other: \_\_\_\_\_
4. Primary Spoken Language: \_\_\_\_\_ Primary Written Language: \_\_\_\_\_
5. Ethnicity: \_\_\_\_\_ Age:  18-35  36-50  51-65  65+
6. Please share anything else you would like for us to know about you.  
 (Feel free to use a separate sheet of paper.)



## Potential Community Advisory Committee Members

### Interview Questions

1. Why would you like to be a member of the Alliance's Community Advisory Committee?

2. What can you bring to the committee? (Experience, commitment, advocacy, connection to other organizations)

3. Can you commit to attend 4 meetings a year?

4. Is there anything else you want the group to know about you?