



**Health Equity Advisory Committee Meeting  
2160 Spruce Street, Boulder CO 80302  
October 2-3, 2018 \* 5:30 – 9:30 PM**

**MEETING MINUTES**

**COMMITTEE MEMBERS PRESENT:** Laura Bellows, Juliann Bertone, Charles Bond, Gisela Hernandez, Tracy Kirkland, Andrea Nawage, Carolyn Tabak

**COMMITTEE MEMBERS ABSENT:** Catherine Bryan, Eric Harker

**STAFF PRESENT:** Tony Barkey, Elizabeth Crowe, Matt Sundeen

**I. Welcome**

**II. Selection of HEAC Chair.** No committee members volunteered to serve in this position. In lieu of a committee Chair, Laura Bellows offered to represent the HEAC as necessary in 2018, at meetings with city officials.

**III. 2019 Fund Round Deliberation.**

- On October 2, staff reviewed the deliberation processes policy and procedures, including the consensus decision-making process and the conflict of interest policy.
- Staff presented funding applications by program priority areas. Committee members discussed each application to determine their recommendations for full, partial or no funding based on HEF criteria and the total amount of funds available to allocate for 2019.
- The HEAC reconvened on October 3 (Tracy Kirkland absent). The HEAC completed application discussions and finalized funding recommendations.

**IV. Next Steps.** Staff reviewed the process for notifying applicants of preliminary funding recommendations, the applicant appeal process and presenting recommendations to the City Manager. Staff also informed HEAC members of upcoming work with consultants to develop a Health Equity Fund Theory of Change and evaluation framework; and a grantee summit scheduled for mid-November 2018.

**V. Adjourn Meeting**