



STEERING COMMITTEE MEETING AGENDA

December 10, 2014
9:30 AM – 11:30 PM

Superior Court Building
600 S. Commonwealth Ave., 8th Floor, Conference Room A
Los Angeles, 90005

TIME	AGENDA ITEM	LEAD
9:30	Welcome & Introductions <ul style="list-style-type: none"> • Review Agenda and Minutes • Approve November minutes • Status of action items from September/November meetings 	Francisco, ACLAC Co-Chair
10:00	Workgroup Updates <ul style="list-style-type: none"> • Indoor Air – draft of Infographic • Outdoor Air - • Schools – focus of next general meeting? • Clinical – new members? <ul style="list-style-type: none"> ○ PIF – update on physician training 	Workgroup co-chairs
10:20	January General Coalition Meeting Discussion <ul style="list-style-type: none"> • Primary Presentation topic (schools?) • Panel or secondary discussion • Breakouts – length of time? • Evaluation incentive – donation? 	All
10:40	General Updates & Discussion <ul style="list-style-type: none"> • Steering committee new members • Discuss possible new day and time for SC meetings • Funding Committee Discussion – list of funding needs and budget • Other general meeting topics for April, July, October • Other training ideas (2-3 topics for next year) - Potential training topics from last meeting include Motivational Interviewing, Say it Right the First Time, and another Healthy Homes training 	Loretta/All
11:20	<ul style="list-style-type: none"> • Announcements 	All
11:30	Adjourn	

SAVE THE DATE:
Next Steering Committee Meeting
February 11, 2015
Superior Court Building
600 S. Commonwealth Ave.
8th Floor, Conference Room A

Next General Coalition Meeting
January 26, 2015
The California Endowment
1000 N. Alameda Street
Los Angeles, CA 90012

ACTION ITEMS**From Meeting Date: 11/12/14**

1	Develop survey monkey tool for internal resource directory	Loretta	December 31	In progress
2	Work with IAQ to complete indoor air trigger infographic resource and provide draft to SC	Ashley/Loretta	December 10	Dec 10 (revised draft)
3	Work on Outdoor Air Quality and Schools workgroup recruitment	Kerry/Loretta/Janet	ongoing	ongoing
4	Create AAP criteria list	Kerry/Loretta	December 10	
5	Follow up with LBACA for steering committee recruitment	Loretta	December 10	December 1
6	Send out poll to ask steering committee best day/time to schedule regular meetings for 2015	Loretta	December 10	December 1
7	Reach out to Generation Humanity, to ask if they are interested in assisting with fundraiser	Zoila	December 10	
8	Research Motivational Interviewing and other training opportunities	Loretta	December 10	
9	Ask Scott about new inhaler product	Loretta	December 10	December 1

From Meeting Date: 9/10/14

	Action Item	Person(s) Responsible	Due Date	Date Completed
10	Complete list of items to be funded through donations for fundraising	Francisco/Loretta	December 10	December 18