**MPA Caregiving Action Team Minutes**

February 18, 2025, 1:30 – 3:00 pm

3725 Westwind Blvd, Santa Rosa, Carnelian Room

Participants: Katie Davis, Brooke Brand, Monte Cimino, Lauren Hibdon, Nancy Powers Stone, Eric Glentzer, Daphne Scott, Susan Harvey, Gabriella Ambrosi

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| 1:30 | Welcome, Introductions |
| 1:45 | **Action Team Purpose & Structure*** Review goals, approach, timeline
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| 2:00 | **Prioritize 1 – 2 strategies for action*** Through a process of voting and discussion, the team decided to prioritize strategies 5.1 and 5.2. 5.1 will focus on building awareness of training and resources already available for Caretakers. 5.2 will consider how the community might expand training opportunities for basic caregiving processes and procedures.
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| 2:50 | **Next Steps/Closing*** Action Team Member next steps:
	+ Complete Action Team member application
	+ Consider hosting an upcoming meeting
	+ Receive and accept (if available) invitation to Racial Equity Foundations Training on March 26
	+ Email Joni if you would like to be the Action Team Chair
* MPA Staff next steps:
	+ Email: Racial Equity Foundations Training invite, Action Team application link, power point
	+ Coordinate completion of a local program inventory related to prioritized strategies
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**Meeting Outcomes:**

* Team members have a shared understanding of MPA and Caregiver Action Team Purpose and Structure
	+ *Including: one-year timeline, roles and responsibilities, upcoming meetings*
* Team members identify and come to consensus on 1 - 2 strategies to prioritize for the next 12 months