

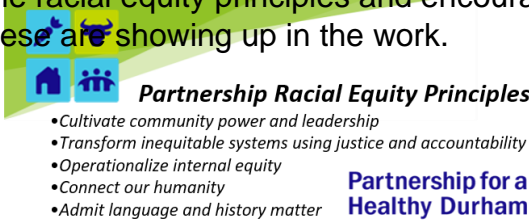
**Partnership for a Healthy Durham  
Systemic Equity Action Team (SEAT)  
Zoom**

**April 23, 2024  
10:30am-11:30am  
Minutes**

**Objectives**

- 1) Keep google doc up to date and active: "[Racial Equity Principles in Action](#)":
- 2) Increase awareness about policies and procedures responsible for current inequities
- 3) Strategize and design ways to keep RE Principles core to Partnership work

Facilitators: Najla McClain, Kelly Warnock & Bria Miller

<b>Present:</b> Kelly Warnock, Don Bradley, Bria Miller, Najla McClain, Angel Romero, Kimberly Alexander		
Project/Topic/Goal		Recommendations and Action Steps
<p><b>Welcome &amp; Check-in</b></p> <p><b>Current Events</b></p> <p><i>Najla McClain and Kelly Warnock</i></p>	<p>How do you define exercise?</p> <p>Reminder about RE principles – have you noticed any application of principles to celebrate since last month (@ work, within community, home)?</p> <p>Najla reviewed the racial equity principles and encouraged the group to highlight ways these are showing up in the work.</p>  <p><b>Partnership Racial Equity Principles</b></p> <ul style="list-style-type: none"> <li>•Cultivate community power and leadership</li> <li>•Transform inequitable systems using justice and accountability</li> <li>•Operationalize internal equity</li> <li>•Connect our humanity</li> <li>•Admit language and history matter</li> </ul> <p><b>Partnership for a Healthy Durham</b></p>	
<p><b>Review Minutes</b></p> <p><i>All</i></p>	<p>The meeting minutes were approved.</p>	
<p><b>Developing Toolkits</b></p>	<p>Great brainstorming last month! Review drafted 'Closing Gaps' equity outline document. Content is from <a href="#">jamboard</a> slide. Do we agree this is the process?</p>	

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<p><b>Review document</b> <i>Kelly &amp; Najla</i></p>	<p>Najla presented a document with all of the steps to the equity plan developed by this committee. We want to be sure that the process isn't specific to a topic but instead works for all of the health issues. The group worked together to edit the document.</p> <p>The goal is to identify ways to close the gaps on health inequities as they relate to the top health issues. The committee plans to focus on one issue at a time.</p> <p>In other committees, the Public Health Epidemiologist had information on the health disparities for each committee. The committee added inviting Savannah to present CHA data that highlights health disparities to the step to educate. Be sure not to let the data limit us. Also listen to people in the community.</p> <p>National health equity atlas is a resource Don recommended.</p>	
<p><b>Timeline and Meeting Structure</b> <i>Kelly &amp; Najla</i></p>	<p>The hope is to do the work in the meetings. The group seemed to like this idea. Timeline:</p> <ul style="list-style-type: none"> <li>- How long for each step? Can we group any steps?</li> </ul> <p>Meeting Structure</p> <ul style="list-style-type: none"> <li>- Agree to work in meeting or homework</li> <li>- Briefly chat meeting agenda: upcoming goals for May, June, July, Aug</li> </ul>	
<p><b>First Partnership Priority for review</b> <i>Group</i></p>	<p>Recommendation: PANFA Equity Toolkit</p> <p>This committee has a staff person, Krista Kicsak, who may be able to dedicate more time. This has historically been a very active group. The group thinks this is a good idea.</p>	

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<p><b><i>Next steps once toolkits are created</i></b></p>	<p>After the recommendations are drafted the SEAT will share them with the committee then with the Steering Committee. Are there expectations for the committees to have representation at SEAT meetings throughout the process?</p> <ul style="list-style-type: none"> <li>• Invite committee members to SEAT meetings.</li> <li>• This group needs to determine what SEAT wants from them and what will they get from it?</li> <li>• Open it to members of PANFA to make sure they can have representation throughout the entire process.</li> <li>• We can ask committees what part of the problem or their work would they like us to focus on.</li> </ul> <p>Idea: invite committees to a kick-off meeting.</p> <p>The plan will be to get through the “educate” objective by the end of August.</p> <ul style="list-style-type: none"> <li>- presenting to steering committee</li> <li>- dissemination</li> <li>- where does information live, who can access</li> <li>- how often do we need to revisit</li> </ul> <p>Outside of PANFA, is there anyone else we should invite to the meeting?</p> <ul style="list-style-type: none"> <li>• Because PANFA has three focuses, we should have representation from the three focus areas.</li> <li>• The new Food Security Network Coordinator with the County.</li> <li>• At some point, invite Linden Thayer, someone representing pantries, Gideon, Communities in Partnership, City of Durham Parks and Recs, Black Girls Bike, grocery stores</li> </ul>	<p>Invite Kat, Scott, and Krista to the SEAT meetings.</p> <p>Kelly and Bria will speak to PANFA leadership about the possibility of working together.</p> <p>Kelly and Najla will draft something for the newsletter to highlight the work of this committee.</p>
<p><b><i>Ongoing: Updates to Google Doc</i></b></p> <p><i>All</i></p>	<p>Using wins/opportunities from meeting icebreaker re: PHD, update google doc: <a href="#"><u>“Racial Equity Principles in Action”</u></a></p> <p>Any updates from other committee to be added?</p>	

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<b><i>PARKING LOT</i></b>	<ul style="list-style-type: none"><li>✓ Increasing visibility. Creating a RE principles graphic for window/laptop decals or magnets (could be a QR Code that hyperlinks to RE Principles document or Partnership website)</li><li>✓ What's goes into the Partnership Tool Box: i.e. customized SEAT questions for each committee to ask during meetings</li><li>✓ Discuss approach to compiling problematic policies, procedures, and processes</li></ul>
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