

**Health Equity Advisory Committee
Meeting May 17, 2018
Spruce Sunlight Conference Room
2160 Spruce Street, Boulder, CO 80302**

COMMITTEE MEMBERS PRESENT: Laura Bellows, Charles Bond, Catherine Bryan, Heather Elkins, Tessa Hale and Eric Harker

COMMITTEE MEMBERS ABSENT: Carolyn Tabak

STAFF PRESENT: Matt Sundeen, Elizabeth Crowe

I. Introductions

The meeting began at 6:10 PM with introductions.

II. Welcome

Committee members welcomed Elizabeth Crowe, who joined city staff as Health Equity Fund (HEF) Program Manager on March 26, 2018.

III. Sugar-sweetened Beverage Product Distribution Tax (SSBPDT) Update

Staff presentation of background and current information on the SSBPDT, including 2018 HEF funding allocations; current research on the SSBPDT impact; and additional potential fund expenditures. Update on recruitment for two additional HEAC members, and communicating the purpose and impact of HEF.

IV. Health Equity Fund (HEF) 2019 Fund Round

2019 Fund Round Timeline. Presentation of a draft timeline, including key milestones for HEAC engagement. Tentative dates (subject to change) include:

- RFP release: June 26
- Proposal submission deadline: August 10
- Agency interviews: September 13-14
- Deliberations meetings: October 2-4

Follow-up: HEAC members will contact staff with any schedule conflicts for key meeting dates.

Proposal Evaluation Criteria. Presentation and discussion of draft criteria to include in the Request for Proposals, and for consideration for proposal ranking, weighting, and allocation recommendations. HEAC members provided feedback and suggestions for staff consideration.

Target Programs and Outcomes. Discussion about target populations, programs and outcomes, for strategic focus and impact of HEF funds. HEAC member recommendations include:

- Funding scope that includes broader health equity programming, not limited to SSB programs;
- Program priorities that could include:
 - disease prevention (including healthy food and safe water access/nutrition, physical fitness, etc.);
 - health services;
 - research;

- integration of services; and
 - innovative health equity programs.
- Evaluation metrics for short-, intermediate- and long-term health outcomes, for the 2019 fund round and/or for future fund rounds.

Follow-up: Staff will share the final draft RFP with HEAC members and accept feedback before finalization. Staff will also consider HEAC input for development of the funding application.

V. Adjourn

Meeting adjourned at 8:00 PM