



LEAD SF

Operational Workgroup Action Minutes

Date: Friday, August 25, 2017 Time: 9:00 – 11:00 am	
Attendees: (in alphabetical order by last name)	<p>Angelica Almeida, Ph.D. (DPH) – Operational Workgroup Lead</p> <p>Steve Adami (APD), Deputy Chief Mikail Ali (SFPD), Angelica Almeida, Ph.D. (DPH), Lauren Bell, MPA (APD), Chandreve Clay (HTA), Janet Ector (Glide), Capt. Teresa Ewins (SFPD), Paul Harkin (Glide), Kenneth Kim, Psy.D. (Glide), Maria McKee (SFDA), Michelle Magee (Harder+Company), Carole McKindley-Alvarez, Psy.D. (Felton) via phone, Kris Nyrop (LEAD Seattle), Robin Ortiz, Ph.D. (Felton), Julianne Perez (Harder+Company), Simin Shamji (SF Public Defender’s Office), Rani Singh (SFDA), Tiffany Sutton (LEAD ADA, SFDA), Laura Thomas, MPH, MPP (Drug Policy Alliance), Danielle Toussaint, Ph.D. (HTA), Sgt. Michael Williamson (BART), Lt. Raymond Winters (SFSD)</p>

Action Item	Responsible	Timeline	Update
<p>CSU Long Beach Evaluation Plan:</p> <ol style="list-style-type: none"> Action: Present evaluation plan revision to Policy Committee for approval Action: Angelica A. and Danielle T. will connect back with CSU Long Beach re: demographic questions to add to LE cover sheet 	<ol style="list-style-type: none"> PC DPH/HTA 	<ol style="list-style-type: none"> August 29, PC Meeting TBD 	<ol style="list-style-type: none"> Approved to go back to OW TBD
<p>LEAD SF Procedures:</p> <ol style="list-style-type: none"> Action: Angelica will incorporate edits from OW meeting and share final draft with Policy Committee for approval of revisions Action: Harder+Company/LEAD SF Planning Team will add: Public Defender (access/right to PD) and DPH staff contact information to intake map document Action: Simin S. (PD) will share confidentiality form used for collaborative courts with Angelica and Angelica will add note about collaborative courts in the Confidentiality Agreement for Operational Workgroup (DA/PD to review language) 	<ol style="list-style-type: none"> Angelica/PC Harder+Company Simin/Angelica 	<ol style="list-style-type: none"> August 29, PC Meeting Before next OW (09/08) TBD 	<ol style="list-style-type: none"> Done Done, pending review and additional contact info (e.g. phone #) Pending



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Seattle Site Visit: 1. Action: OW/Key stakeholders decide who needs to attend Seattle site visit (e.g. law enforcement engaging at fist-point-of-contact)	OW		1. Pending 09/08 OW
Operational Workgroup Engagement: 1. Action: Discuss release orders (e.g. jail clearance for case managers)	OW	TBD future OW meeting	1. Pending 9/22 OW
Charging decisions: 1. Action: DA and PD (Sharon W., Rani S., and Simin S.) will decide upon some general parameters/guidelines for charging decisions of co-occurring offenses (similar to collaborative courts), though decisions will be case-by-case.	DA/PD	TBD future OW meeting	1. TBD
LEAD SF Trainings: 1. Action: Identify and plan trainings for law enforcement and treatment providers (required is harm-reduction). - OW members to think about other trainings needed and bring ideas to 09/08 OW meeting. 2. Action: Angelica can share compliance training with Glide/Felton via email.	1. OW/DPH 2. Angelica	1. Discuss at next OW meeting (Sept. 8) (1 st agenda item) 2. TBD	1. In Progress 2. Done
NEXT OPERATIONAL WORKGROUP MEETING: September 8th, 9:00-11:00 am			