



Community  
Economic  
Resilience  
Fund

**Capacity Building &  
Technical Assistance  
Half-Day Workshop**

Meeting Minutes

Wednesday, July 13, 2022; 9 am to 12 pm via Zoom

**Meeting Goals**

1. To provide an overview of the role of capacity building in the Planning Phase, per the CERF guidelines;
2. To discuss what capacity challenges exist in the context of the CERF, as well as the skills, resources, and activities that could address these challenges

**Agenda**

- I. **Welcome and Introductions** (~15 mins)
  - o Evan begins meetings at 9:05 am with a brief overview and the purpose of the meeting.
  - o Each participant introduces themselves and the organization they represent.
  - o Setting the stage
- II. **CERF Overview** (~5 mins)
  - o Recap: CERF 101
- III. **Setting Our Values** (~10 mins)
  - o Equity: We are centered on those who are most marginalized
  - o Inclusivity: We ensure those at the table truly feel they belong so no community is left behind
  - o Transparency: We openly share information and ideas to build a community of trust & shared understanding
  - o Respect: We respect and acknowledge previous and ongoing work
  - o Action: We commit to creating action-oriented goals & timelines and following through
  - o Discussion: Do these values resonate with you? What is missing?
    - Q: To clarify: these values are statements of how we will work together, not the outcomes of the planning phase itself
      - a) A: Correct, these are values for how we will work together and what we will hold as our core.
    - These values are appropriate.
    - These are the values I would have chosen; however, process wise, the devil is in the details. The outreach and methods we use will be important. While these values are close to our hearts and minds, they don't always mean the same thing to the community. They may not be able to identify with the word "inclusive" even though they want to feel the

sense of inclusivity. Groups will have different ways of what it means to have these values met.

- Q: Is there an opportunity to add “shared prosperity” or “equitable resources?” For example, CBOs being compensated for their time.
  - a) A: I think that’s a great example of what we’ll be discussing today: how we can build this process so that CBOs are able to participate and have access to resources.

#### **IV. Overview of Our Framework (~15 mins)**

- Inclusive Economic Development
- Capacity Building and Technical Assistance in the Planning Phase
- Regional Example: Fresno DRIVE
  - We found not just training and technical but economical development. We need the community to understand if we want them to be involved. Shared definitions.
  - Application strategy: face-to-face outreach not always using computer based communication, going to them. A team of people that’s sole purpose is to circulate and communicate input and the process. Creating a grant database to be proactive with resources for funding sources.
  - High road jobs” We are also looking at high road transitions. Diving deep into how do we transition to high road?

#### **V. Discussion (~1 hour)**

- [Jamboard Group Discussion:](#)
  - What comes to mind when you think of capacity building?
  - Where have you seen successful capacity building efforts? What did they include? (skills, resources, activities)
  - What would you or your communities (people you serve, organizations you work with) need to be able to participate in this planning effort?
  - What would you or your communities (people you serve, organizations you work with) need to be able to advance implementation projects?
  - What learning and development would the Collaborative need to effectively advance inclusive economic development?

#### **VI. Next Steps (~5 mins)**

#### **VII. Final Q&A + Reflections (~5 mins.)**

- Questions from the chat: Is there a requirement for each partner to get a Board resolution stating support and approval for participation in the CERF effort?
  - Depends on the requirements for your individual organization. However, we don’t necessarily require it on our end.
- Signing onto the collaborative letter can be an electronic signature.
- Questions from the chat: Is this letter different from the one sent out from North State Planning & Development at Chico State Enterprises?
  - It’s possible that a different region has sent something out and if you signed onto theirs it could be different but speaking to the same effort.

#### **VIII. Closing Remarks (~ 5 mins.)**

- Meeting ended at 11:05 AM

