

Healthy Together Steering Committee Meeting Minutes



April 13, 2018, 10 AM

Board Room, Murray Building, 1930 Ninth Avenue

Participants

Jaime Larese, Community Outreach Manager, St. Peter's Health

Alison Munson, Executive Director, United Way of the Lewis and Clark Area

Melanie Reynolds, Health Officer, Lewis and Clark Public Health

Gayle Shirley, Systems Improvement Manager, Lewis and Clark Public Health

Jill-Marie Steeley, Executive Director, PureView Health Center

Gayle reported that Melanie is retiring effective June 30 and will be leaving the steering committee. Melanie said she will recommend to the new health officer that they join the committee.

Jaime reported that PRC is satisfied with the participation rates they've seen so far in the community and key stakeholder surveys. So far, 177 (of 400) people have participated in the community telephone survey. Eighty-three (of 353) stakeholders, including an impressive number of medical providers, have taken the online survey. PRC will provide its final report in June. Jaime said PRC will send out a reminder to key stakeholders to do the survey.

Gayle noted that she just attended a 2-day workshop on statistics that will help her with the CHA and CHIP process. It included information on confidence intervals and margins of error, as well as survey design and how to analyze results. The instructor was a professor from California State University-Fullerton who teaches through distance learning at the University of Montana School of Public Health. Montana DPHHS arranged the workshop.

The committee decided to schedule a meeting of the Healthy Together task force in June to produce the 2018 CHIP Progress Report. Jaime will check to see if the St. Peter's Education Center is available June 4 or 11 from 11 a.m. to 2 p.m. She'll also see if the hospital cafeteria can provide box lunches for participants.

The committee decided to spend the first part of the CHIP progress meeting on a presentation on health equity and a discussion of how social determinants of health might impact our data collection and CHIP priorities and goals.

Action Items

Reserve space for CHIP Progress meeting (about 50 people)	Jaime	By April 20
Arrange to have box lunches served during CHIP Progress meeting	Jaime	By June 1
Send out "save the date" email to Healthy Together Task Force regarding CHIP Progress meeting (include link to 2017 progress report)	Gayle	By April 20

Work with group leaders to prepare for CHIP Progress meeting	Gayle	By May 15
Draft agenda for progress meeting	Gayle (with review and approval of all)	By May 15
Draft outline of health equity presentation	Gayle (to be reviewed and approved by all)	By May 15