

Marion/Polk MAPP Steering Committee Meeting #1

January 31st 2018/11:00 – 01:00PM

Location: MCHD Silver Falls Conference room #1341A/B, 1st floor 3180 Center Street NE

Facilitator: Aryn Walker, Epidemiologist, MCHD

Description: Mobilization for Action through Planning and Partnerships (MAPP) Steering Committee meets to discuss and plan MAPP

Attendees: Melinda Avila (Silverton Health), Shelli Alinari (Santiam Hospital), Carla Bennett (WVCH), Kerryann Bouska (MCHD), Patricia Godsey (WVCH), Gustavo Gutierrez Gomez (City of Woodburn), Lisa Harnisch (Early Childhood Learning Hub), Sharon Heuer (Salem Health), Pam Hutchinson (MCHD), Jennifer Jordan (Kaiser), Megan Patton-Lopez (WOU), Rob McAdam (BCN), Scott Richards (MCHD), Katrina Rothenberger (PCHD), Maarja Trujillo (CAA)

Support Staff: Aryn Walker (MCHD), Rachel Posnick (MCHD)

Agenda Item	What	Facilitator	Desired Outcome	Minutes	Time
Introductions	Member introductions	Aryn			11:00
Meeting Purpose & Expectations	Go over why we're meeting and expectations for Steering members	Aryn	<ul style="list-style-type: none"> Gain an understanding of how Steering Committee meetings will be structured and what's expected of participants 	<ul style="list-style-type: none"> Refer to slides 	11:05
Review the MAPP Process & Structure	An overview of the six phases that makeup the MAPP process and how it will be managed	Aryn	<ul style="list-style-type: none"> Participants will learn about the history and current state of MAPP in the community Understand the roles of each group and how the work will be managed Participants will learn about what happens in each phase and how they fit together to produce a Community Health Assessment and Community Health Improvement Plan 	<ul style="list-style-type: none"> Refer to slides for information about MAPP process, roles of core group and steering committee Question about how equity will be assessed—equity will be assessed by looking at what data is missing and where there are disparities, and then including further data collection to address these gaps—steering committee to make final decisions about how this looks in process Group suggested a look at localized data sources, and assessments completed by other organizations for the 	11:10

				<p>Community Health Status Assessment (CHSA)</p> <ul style="list-style-type: none"> • Keep WOU students in mind to help with Community Themes and Strengths Assessment (CTSA) • Depending on CTSA structure, need to keep in mind that facilitators in group need to be a good match linguistically and culturally for group • Suggestion to make sure that the Local Public Health System Assessment (LPHSA) and Forces of Change Assessment (FCA) include questions about public health modernization as appropriate • Group needs to remember that FCA requires facilitation 	
Steering Membership	Current roster will be reviewed	Aryn/Rachel	<ul style="list-style-type: none"> • Steering Committee will review roster and make recommendations for recruitment 	<ul style="list-style-type: none"> • There were three open spots on the steering committee at the first meeting. Steering committee identified missing sectors and voted (number of votes) for sectors to finish 20 person steering committee • Sectors identified as missing by steering committee: <ul style="list-style-type: none"> • School district (4) • Seniors/disability (6) 	11:50

				<ul style="list-style-type: none"> • Community member (1) • Housing/transportation (4) • Faith • City of Salem • Boys and Girls Club • Chamber • WVP • Equity <ul style="list-style-type: none"> • Based on votes, steering committee to add members from Salem/Keizer school district, Salem Keizer transit, and an individual representing seniors/disability • Pam to provide a contact for seniors/disability (Zaira) • Lisa to provide assistance to get a Salem-Keizer school district rep • Melissa Kidd is groups' first choice to represent transportation. Anthony G is groups' second choice for transportation 	
MAPP Timeline & Plan	Steering Committee will review proposed timeline and plan	Aryn/Rachel	<ul style="list-style-type: none"> • Steering Committee approves MAPP plan & timeline 	<ul style="list-style-type: none"> • Consider back to school in time line • Send invites as early as possible and do as much as possible to ensure that short time lines to not affect the quality of data collected • Extend FCA timeline to July • Otherwise, time line/plan approved as written 	12:10

<p>Planning the Visioning Session</p>	<p>Steering Committee will review plan for the Visioning Session</p>	<p>Aryn/Rachel</p>	<ul style="list-style-type: none"> • Steering Committee approves plan for the Visioning Session 	<ul style="list-style-type: none"> • Steering Committee agrees to go through visioning process with Patricia as facilitator to come up with themes—core group to create vision and values with information that Steering Committee comes up with in February meeting, and then send to Steering Committee for final approval • Completed exercise about what has worked well, and what has not worked well in past visioning exercises completed as a group <ul style="list-style-type: none"> • Worked well: <ul style="list-style-type: none"> • Smaller groups to discuss questions—a team lead from each group presents—facilitator melds info into cohesive whole • Questions listed on large post it notes around the room; small groups rotate together and answer questions on post its • Having a place for other thoughts that may not be relevant to visioning questions, but may be relevant to entire process • Did not work well: <ul style="list-style-type: none"> • Large group word smithing 	<p>12:40</p>
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Preview of meeting #2	Topics to be covered during next meeting in February presented	Aryn	<ul style="list-style-type: none"> Steering Committee members will take Doodle Poll, provide feedback on phase one via Survey Monkey, and review CHAs 	<ul style="list-style-type: none"> HW for next time—take doodle poll for February Steering Committee meeting Complete MAPP Phase one evaluation Review current Marion and Polk County CHAs—where do we need more data; what data are we missing February meeting will take place at MCHD. Lunch will be provided. 	12:55
Adjourn	Conclude meeting	Aryn	Other item from meeting: Might be good to establish some mechanism for the inclusion of new data in the CHA updates during years when there is not a formal MAPP process occurring.		01:00