**Partnership for a Healthy Community Board**

**Meeting Minutes**

**December 8, 2022**

**Members Present via Microsoft Teams:** Amy Fox Holly Bill Hillary Aggertt Sally Gambacorta Beth Crider Larry Weinzimmer Lisa Fuller Monica Hendrickson Nicole Robertson Craig Maynard

 Amelia Boyd

**Others Present:** Amy Roberts Phillip Baer Amanda Sutphen

**Approval of 10/27/2022 Meeting Minutes**

Ms. Robertson made a motion to approve the minutes from the October 27, 2022 meeting. Motion was seconded by Ms. Gambacorta. Motion carried (11,0).

**Committee Updates**

Cancer

Ms. Robertson reported that the Cancer Action Team has a solid plan moving forward to the next cycle as Performance Management. She reviewed the information included in the packet with new data that had been received. The group is recommending to add a fourth objective, to increase genetic screening to identify high risk patients, which is for all cancer types. They will also be monitoring mortality and incident rates. The group is talking about coordinating screening dates to be a tri-county effort, sponsored by the Partnership. The Co-Chairs will be Anne Bowman and Tenille Oderwald, with Ms. Robertson as the Board Liaison and will meet quarterly. They will be working on updating their membership list, developing a recruitment and engagement plan. One of the goals not included in the packet was that this Board would serve as an advisory board to cancer related grants.

HEAL

Ms. Fox shared that HEAL did not meet in December and that they are waiting to meet with Dr. Kelly to go over potential interventions going forward. They are continuing to work on teams as built environment and wrapping up things for the end of the year.

Mental Health & Substance Use

Ms. Bill stated they had some good discussions for Mental Health but nothing tangible. She is unsure that the right people are at the table for the current cycle moving into the next cycle, as the objectives are so different. The current objectives are still moving without the Partnership and the teams are still working towards these and are very engaged. Ms. Bill noted they have had no luck in identifying the next Co-Chairs. Ms. Fuller noted that Dawn Lochbaum was mentioned to Tim Bromley and that he would be reaching out to her to move that forward. They do not have all the data until January, but she feels everything is ending strongly.

Data Committee

Amanda stated there was no update from the Data Team. She anticipates that most of the data will be wrapped up and finished by early February and will submit that data at that time.

**Board Business**

CHIP Update

Ms. Hendrickson noted that the CHIP is 99% done and the objectives need to be filled in. She will be reaching out to the Action Team Chairs as there is a brief paragraph recapping the previous cycle’s work. Some entities would be getting the CHIP agreement to help fund the writing of the CHIP.

2023 PFHC Board Meeting Schedule

Ms. Fox noted that the proposed schedule is going with the current cadence of meetings. The Board did not have any suggestions for changes. Ms. Aggertt made a motion to approve the 2023 Partnership Board meeting schedule. Motion was seconded by Ms. Fuller. Motion carried (11,0).

2023-2025 Objectives

Ms. Fox shared the document of Smart Objectives for the next cycle that was from Dr. Kelly. Amy Roberts will be emailing this document out for the Board to review. Ms. Fox talked through and reviewed the document with the Board. Each priority area will need to meet with Dr. Kelly to discuss her proposed objectives and consider what the local resources are that could carry out these objectives. The Obesity team will have to call back individuals from that intervention day and anyone else that would be appropriate. Ms. Fox suggested having a committee to get these meetings together with Dr. Kelly to discuss the objectives. The deadline should be January 1st, but it’s not looking feasible at this point. This information should be available at the annual meeting, should need to be completed by the end of January. Ms. Bill voiced concern that the group they currently have may not be able to make the dial move, are not the decision makers to make the moves. Ms. Robertson noted this could be on the January agenda for the Healthcare Collaborative for something to consider. Ms. Fox stated that Tazewell County Health Department will be creating their own work plan to go along with this to show that they are supporting the work as well.

Annual Meeting

Ms. Fox noted that her and Ms. Fuller need to work together on this and they were looking for a location to host. If anyone has a facility that can be used for little or no cost, please bring forward. Ms. Fox and Ms. Fuller will also be discussing Ms. Fuller’s transition out of Board Co-Chair as she has served her maximum of 3 years.

**Member Announcements**

Ms. Aggertt stated they are reevaluating if they want to keep the current vendor or move to a different one. If the current vendor is continuing, everything will need to be re-done and updated to be more of a live version and user-friendly. They would need to establish an individual for every priority area to update the site. Once the CHIP is finalized, this can move forward. Ms. Aggertt can meet with the Co-Chairs of each area and determine what it looks like for their interest and what will be an actionable website that can be used more frequently by all members. Ms. Robertson is glad this on the radar and is happy to help with whatever is needed moving forward but would like to see consistency across the areas for communication. If you have any feedback on the current site, please share with Ms. Aggertt or Amy Roberts.

Ms. Fox shared there would be a 5th year to the Ending Hunger funding. They received the application yesterday and they will be funding current year 4 applications.