Monthly meeting: April

**Dial-in-number: 1-888-742-5095**

**Conference code: 5742730470**

 [Join Skype Meeting](https://meet.lync.com/ramseyco/suzann.stenso-velo/4T3RLH49)

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| Minutes | April 12, 20189:00 – 10:30 am |  | SAINT PAUL – RAMSEY PLATO BUILDING ([map](https://www.google.com/maps/place/90%2BPlato%2BBlvd%2BW%2C%2BSt%2BPaul%2C%2BMN%2B55107/%4044.9359441%2C-93.09294%2C17z/data%3D%213m1%214b1%214m5%213m4%211s0x87f7d536e006d1bd%3A0x5aee625c916213be%218m2%213d44.9359403%214d-93.0907513http%3A/binged.it/1sHvP1X))Public Health (2nd floor) – “The Bluffs” |
| Facilitator | Melanie |
| Note taker | Jenny |
| Attendees | **Allina Health**: X Deb M. X Christy D. **Anoka County Public Health:**  X Justin N.**Bloomington Public Health**: X Cindy J.**Children’s Hospitals and Clinics:** ☐ Anna Y. ☐ Kelly W.**Dakota County Public Health Department**: X Melanie C.**Fairview Health Services**: ☐ Jenny M. X Megan C. **HealthPartners**: X DeDee V.**Hennepin County Human Services & Public Health Dept:** ☐ David J. X Amy L. **Hennepin County Medical Center:** ☐ Amy H. **Minneapolis Department of Health:**  ☐ D’Ana P. **Minnesota Hospital Association:** ☐ Kristin L. **St. Paul – Ramsey County Public Health**: X SuzAnn S. **Washington Public Health & Environment:** X Tommi G.**Roger Meyer Consulting:** ☐ Melissa M. X Roger M. |

## **Agenda topics**

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| 9:00am (10 min) | **Welcome/ Introductions** | All |

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| Discussion | * Introductions and membership updates
	+ None
* Introduce Roger Meyer Consulting
	+ Roger and Melissa from Roger Meyer Consulting will both be working with CCH, Melissa will be the primary contact; both can be contacted using a single email address xxx@metrocch.org
	+ Working to create a “constant contact” for CCH to streamline CCH communication
* Minute-taking
	+ Melanie and Jenny will alternate facilitating the meeting and note-taking
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| Action items | Person responsible | Deadline |
| None |  |  |
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| 9:10am (10 min) | **East Metro Health Assessment Collaborative – update** | TOMMI |

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| Discussion | * The East Metro group met April 13 (4th meeting)
* Meetings have been scheduled thru June
* Discussion about how to sharing quantitative data
	+ Decision to use Melanie’s template for sharing data
	+ Questions about additional data products (charts, trends, etc.)
* Inventory of qualitative data collection efforts
	+ Decision to use short-format sharing of findings, which provides key take-aways and how to share key findings
* Discussion about EHR data
	+ HealthPartners has pulled 2017 data (calendar year)
* Idea to create lessons learned document about the East Metro pilot in early 2018
	+ Roger expressed interest in helping with the synthesis process of lessons learned
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| Action items | Person responsible | Deadline |
| Roger and Melissa will be invited to the next East Metro meeting | Tommi | 4/20/18 |
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| 9:20am (30 min) | **Joint Meeting – AAC/CACI** | MELANIE |

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| Discussion | * Review notes and Report out from meeting
	+ Suggestion to meet together quarterly
		- AAC would prefer to meet twice/year; unsure of content/need for quarterly meetings
	+ CACI is interested in having AAC help with an intervention evaluation – is this within the scope of AAC?
	+ CACI would like assistance reviewing the May is Mental Health Month survey tool
		- Deb and Amy have volunteered to meet with Pakou
* Update from Steering Committee
	+ Plan to have better communication between committees and steering
* Discussion about next steps
	+ Idea to have a community advisory group for CCH that could be used to provide community input; would be used during assessment years
		- Deb will write up idea for Melissa/Roger to bring to CCH leadership
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| Action items | Person responsible | Deadline |
| Sub-meeting with CACI re: May is Mental Health Month survey tool (Amy, Deb) | Melissa | 4/20/18 |
| Write up idea of having CCH community advisory group; submit to Melissa/Roger | Deb | 5/4/18 |
| Melanie/Jenny will connect with CACI about the next joint meeting | Melanie/Jenny | 5/4/18 |

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| 9:50am (30 min) | **Workplan Discussion** | All |

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| Discussion | * Update on activities
* Review/revise assignments/tasks/timeline
	+ Discussion about first item on the workplan (“MAPP: Community Themes and Strengths”) and the need to change the focus of this line along with quarterly tasks and outcome. Idea to change focus to community engagement. The East Metro pilot will fall into this work
	+ Add research best practices to the “Tools for Success” line
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| Action items | Person responsible | Deadline |
| Melanie will make updates to the workplan | Melanie | 4/20/18 |
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| 10:20 (10 min) | **Other Items, Review Actions, Adjourn** | All |

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| Discussion | Items for next month’s agenda* Hennepin & HCMC – Zero Suicide Project – Amy L.
* Workplan update - All
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| Action items | Person responsible | Deadline |
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