2018 CHNA/CHA East Metro Pilot Group Summary Report

**Project Definition, Scope, Timeline, Learnings and Recommendations**

# Definition and Purpose

* Membership: Hospitals, Health Systems, and Local Public Health Agencies in the Minneapolis-Saint Paul metro region: Dakota County, Saint Paul-Ramsey County, Washington County; Allina, Fairview, HealthEast, HealthPartners, Children’s Minnesota, Park Nicollet
* Center for Community Health: Strategy Mountain
	+ CCH Mission: To advance community health, well-being, and equity through collective understanding of need and innovative approaches to foster community strengths.
	+ CCH Strategy 1: Innovate, partner, align, and use data to understand true community needs and strengths.
	+ Initiative Impact Strategies: Shared regional assessment framework, processes, and implementation that support individual members and avoid duplication;

# Scope

* Geography: East Minneapolis-Saint Paul metro region health systems, hospitals, and local public health agencies in Dakota, Saint Paul-Ramsey, and Washington counties
* Identify what this collaborative group can and will accomplish together during 2018, such as:
	+ Community Conversations/Engagement
	+ Summary sharing or collaborative events
	+ Prioritization methods, timing, and decision making
	+ Other assessment activities
* Share CCH indicator data to be included in 2018 assessments
* Discuss and connect agency-level CHA/CHNA health priorities at a regional level
* Connect this work with full metro region when possible (e.g. East Metro hospitals – community engagement, West Metro hospitals – community engagement)

# Roles

* **Member:** Represent health care or local public health organization within the focus geography (1-2 per agency). Ideal participants are staff members who lead CHNA/CHA activities and influence/inform decision makers at their organization. Attend majority of scheduled meetings (4+), liaison between collaborative and respective agency leaders.
* **Alternate**: Same qualifications and staff characteristics as primary members. Serve as alternate representative when colleague who is primary member cannot attend.

# Meeting Planning Team

* Members [list]: Joan Pennington, HealthEast; Mee Cheng, HealthEast; DeDee Varner, HealthPartners; Stephanie Holt, Washington County; Tommi Godwin, Washington County

Learnings:

• All member of the committee are doing similar type of community conversations. There is still opportunity to collaborate and share key findings rather than duplicate.

• Organizations are using different tools.

• Some organizations did use similar survey questions.

• Hospital gap analysis: Hospitals lack ability to do data analysis of quantitative and qualitative data.

• Public Health gap analysis: PH has limited resources to do the community conversations.

• The indicators are helpful and allowed flexibility.

• There are barriers to sharing EHR data for some hospital systems that need to be overcome – ex. data agreements, staff with skills to pull data, etc.

Recommendations

• Continue to refine collaborative qualitative data collection. There is potential for a shared calendar of ongoing community conversations and invite other partners to attend, co-host, etc.

• CACI to review crosswalk of final top priorities.

• Revisit how to engage participants who attended the Forces of Change event.

# Project Schedule 2018

| Date | Event | Objectives | Decisions/Deliverables | Group |
| --- | --- | --- | --- | --- |
| January 9 | East Metro CHNA pilot exploration | * Discuss purpose and overview of MAPP
* Discuss opportunities for shared process
* Role of CCH committees
 | * Go forward with East Metro CHNA/CHA collaboration under CCH
* Explore connections with West Metro project
 | East Metro Health Assessment Workgroup |
|  | **BEGIN PROCUREMENT, DRAFTS OF HEALTH AND DEMOGRAPHIC SUMMARIES (INCLUDES CCH INDICATORS)** |
| January 31 | Meeting Planning | * Establish meeting planning team
* Plan agenda and roles for Meeting #2
 | * Discuss purpose and overview of MAPP
* Discuss opportunities for shared process
 | Meeting Planning Team |
| February 6 | East Metro CHNA Meeting #2 | * Establish scope
* Identify givens/constraints
* Discuss gaps and consultant roles
* Establish project leadership & next steps
 | * Establish scope
* Identify givens/constraints
* Discuss gaps and consultant roles
* Establish project leadership & next steps
 | East Metro Health Assessment Workgroup |
|  | **LAUNCH COMMUNITY INPUT DATA GATHERING** |
| Feb - May | Community Dialogues w/ culturally specific communities | * Hear about individual/family/ community health experience from populations we serve through culturally specific lens
 | * Report of findings when complete
* One or more engagement: Hmong, Karen, African American, Native American, Hispanic, Latinx
 | Fairview/ HealthEast via Wilder Research contract |
| February 26 | Meeting Planning | * Develop draft 2018 schedule
* Draft 3/7 meeting agenda and roles
 | * Final 3/7 Agenda and roles
 | Meeting Planning Team |
| March 7 | East Metro CHNA Meeting #3 | * Review draft project schedule
* Define roles of members
* Plan topics for future meetings
* Decide how we will share prioritization (define, discuss, schedule key activities)
 | * Out of scope: shared assessment document, final EHR data sharing (aim to incorporate but unsure of timeline)
* Identify givens/constraints
 | East Metro Health Assessment Workgroup |
| April 11 | East Metro CHNA Meeting #4 | * Member updates – progress on 2018 CHNA/CHA activities
* Develop plan to share CCH indicator data
* Develop plan to share community engagement results
 | * Use tool shared by HealthPartners “Community Meeting Debrief form”
* Share “lightning round” summaries of community engagement at meetings
* Dakota, Ramsey, Washington – complete CCH Indicator spreadsheet (except EHR data) and share with whole group
 | East Metro Health Assessment Workgroup |
| May 1 | East Metro CHNA Meeting #5 | * Qualitative data sharing – 3 rounds
* Member updates – progress on 2018 CHNA/CHA activities
 |  | East Metro Health Assessment Workgroup |
| May TBD | Complete community input survey analysis | * Complete report of findings
 | * Determine next steps for including in CHA/CHNA
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| May 22 | East Metro CHNA Meeting #6 | * Discuss CCH Indicator Data – next steps for including in CHA/CHNA
* Discuss “buckets and themes” – what is the broad list of health topics?
 |  | East Metro Health Assessment Workgroup |
| May TBD | Completion of Community Dialogues  | * Complete report of findings
 | * Determine next steps for including in CHA/CHNA
 | Fairview/ HealthEast via Wilder Research |
| May 31 | East Metro CHNA Meeting #7 | * Discuss prioritization – philosophy, process, methods, coordination
 |  | East Metro Health Assessment Workgroup |
| June TBD | East Metro CHNA Meeting #8 | * Qualitative data sharing – 3 rounds
* Member updates – progress on 2018 CHNA/CHA activities
 |  |  |
| June TBD | Complete community input survey analysis | * Complete report of findings
 | * Determine next steps for including in CHA/CHNA
 | Washington County  |
| FINALIZE HEALTH AND DEMOGRAPHIC SUMMARIES, INCLUDING CCH INDICATORS |
| July TBD | Dakota County Somali community dialogues | * Complete report of findings
 | * Determine next steps for including in CHA/CHNA
 | Dakota County public health |
| July TBD | East Metro CHNA Meeting #9 | * Discuss respective data findings, differences, actions to incorporate regional insights into agency-level findings
 |  |  |
|  FINALIZE SUMMARIES OF COMMUNITY INPUT  |
| BEGIN HEALTH TOPIC PRIORITIZATION |
| August TBD | **East Metro CHNA Meeting #?** | * Prioritization: share agency-level results or complete together, depending on previous decisions
 |  | East Metro CHNA/CHA Collaborative |
| August TBD | Draft assessment document | * Complete report of findings
 | Determine next steps for including in CHA/CHNA | Dakota County, Saint Paul Ramsey County, Washington County |
| BEGIN SHARING DRAFT ASSESSMENT DOCUMENTS |
| September TBD | **East Metro CHNA Meeting #?** | * Discuss how to include regional collaboration in agency-level assessments
 |  | East Metro CHNA/CHA Collaborative |
| FINALIZE HEALTH TOPIC PRIORITIZATION |
| BEGIN BOARD REVIEW/ APPROVAL OF ASSESSMENTS |
| October TBD | **East Metro CHNA Meeting #?** | * Discuss preliminary findings/ adjustments resulting from board engagement
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