



## **STEERING COMMITTEE NOTES FOR APRIL 4, 2019**

### **MEETING LOCATION**

Beth Israel Deaconess Hospital, Funkhouser A Conference Room, Plymouth MA

### **MEETING ATTENDEES**

<b>STEERING COMMITTEE 4.4.19</b>		
Kathleen	Considine	x
Marian	de la Cour	
Nancy	DeLuca	x
Maureen	Doherty	x
Tina	Dwyer	x
George	Gorgizian	x
Elizabeth	Haughn	x
Mike	Jackman	x
Siobhan	McKay	x
Jim	O'Neil	x
Deb	Schopperle	x
Susan	West	x
<b>STAFF</b>		
Kim	Allen	x

Mike Jackman, Chair, called the meeting to order at 1:17pm.

### **PREVIOUS MONTH'S MINUTES**

- All in attendance voted unanimously to approve March minutes. Kim to post on website.

### **FINANCE COMMITTEE**

- George shared report.
- Health literacy initiative, grants, and Google Ad Words expenses in for March.
- United Way has not seen SSH DoN payment yet. Tina will check on this.
- Cash available: \$387,686.70
- All in attendance voted unanimously to approve finance report.

### **TECHNOLOGY – WEBSITE & FACEBOOK**

- Kim shared website and Facebook report. We are up to 148 “likes” on Facebook and we reached 226 people in the month of March. We have seen a significant increase of traffic to our website in our first month of using Google Ad Words – 56,632 users total, 51,422 new users and 73,788 sessions!



- Kim noticed a few of our “top visited pages” were unfamiliar. Deb will look into this with her contact, Sarah. Deb will be asking Sarah for some data points as well. We are currently on top of second page for “health literacy grants in the south shore” search. She also shared we had a lot of conversions- people who click on our site.
- Filming/streaming of meetings: Mike has videos on his phone from meetings and cannot get to computer. Will work with Jim to try OneDrive or YouTube. Videos will need editing. Also plan to test out a podcast (an audio recording) of our meetings. Siobhan can ask friends who have podcasts how they record them.
- Mike e-mailed Donna at PACTV- she asked for our budget. Deb feels we should do one and see how it goes before we invest.

## HEALTH LITERACY

- Committee met prior to steering committee meeting.
- Had in folks from Pembroke Nurses/PTAD and Walter from PACTV in. Walter has already done a few shows with PTAD.
- Mike to talk to Bethany- might be a good idea for us to ask questions to the nurses (how do they get parents involved, people invested, etc.?) to learn how to use them as a template.
- Youth Health Connections- might be a good group to bring in to our meetings in the fall.
- Bethany went to Plain Language for Health Conference and sent around some information.
- HL Award Nominations – none in as of meeting date. Kim will send out a press release.
- Bethany sent out her first HL newsletter- it was well done and brief.
- Kathleen will nominate two Pembroke nurses we had at HL meeting award- Cindy Wengryn and Joanne Earner.
- Awards Ceremony on June 14th- Mike reached out to American Legion and is waiting to hear back.

## GRANTS

- No mini grants received- our spring deadline is April 15<sup>th</sup>.
- Kim asked when we plan to send out our BH grant reports to Plymouth Schools. They have received award but aren't using SSCPP funding yet.
- Mike to work on a letter for Interface to ask for report on usage prior to SSCPP funding and alert them of when 3, 6, and year end are due. Funding starts July 1.
- New SSCPP BH grant- announce at Annual meeting and give folks the summer to work on it.
- New Again mini grant presentation and site visit: Gail reached out to Kim to schedule report and invited folks to see the New Again shop downtown. We could potentially visit after our summer retreat. Kim will send date to Gail after retreat date is set. Will tentatively book outcomes report for our September meeting.

## MEMBERSHIP

- Will hold steering committee elections at our May meeting.
- Currently have 12 members and can have up to 15.
- Marian has been unable to attend our meetings over the last year or so. All agree to remove her from the slate for the coming year. This will put us at 11 members.
- Can let folks know at our April meeting we have open seats. Slate will go out with May meeting notices.



- Brainstormed ideas for new members: Carver- maybe a school nurse? Someone from Carver health department? Kathleen shared there is a new site director for Plymouth DPH in Plymouth, someone who works with housing, faith based community member (maybe the Plymouth Area Interfaith Clergy Association/ Deb will ask Sarah Cloud if she has a list of faith based agencies in area), South Shore Community Action Council, Father Bill's & MainSpring, Sowing Seeds.
- Description of steering committee member role- Mike has and can send around
- Could post on Facebook that we are looking for new members
- All to think of where we are missing representation- geography, diversity, etc. If folks have specific contacts in mind, gauge interest and invite to attend a general meeting as a start.

## INTERCHNA

- Tina shared an update.
- The TriCHNA is now called the South Shore Community Health Initiative (made up our members from the Brockton, Plymouth and Blue Hills CHNAs and representatives from South Shore Health).
- SSH large Behavioral Health Grant - received 11 grant applications. Each grant will be reviewed by 3 people. Three school systems applied.
- Will review scoring sheets and based on scores, may need presentations. Funding for the two chosen grants will start in July.
- Do not want initiative to go away. Can use this as a model for keeping money both local and regional.
- Might be good for CHNAs to come together on a wide scale event to hear from grantees and invite in DPH.

## GENERAL MEETING PLANS

2018-19 meetings—

- April- Deborah Issokson, Psy.D., Reproheart confirmed thanks to Sue. She will share about postpartum depression and support: how it is dismissed, what people should look for, what people should look for in clients. BID offers support groups. Sue refers to Deb. Laura Carol from SSH is attending and does a postpartum support groups at hospital. Maybe she can say a few things about her program.
- Agenda- Announce HL award nominations open, steering committee nominations will be due before May.
- May Meeting: Annual meeting, elections, NAMI mini grant outcomes report. Speaker confirmed: Brennan Srisirikul
- June- HL Awards event on June 12th. No general meeting.
- August steering committee planning meeting- first couple weeks in August have worked out in the past. John Carver Inn again most likely as location.

## NEW BUSINESS

- Kathleen shared that NAMI Plymouth Area's Annual Meeting is on April 20<sup>th</sup> at the Plymouth Country Club.

- Discussed idea of Yeti giveaway trivia game on our Facebook page for the future-folks would have to find answer to trivia on our website.

Adjourned at 2:50pm

Respectfully submitted by Kimberly Allen, SSCPP Coordinator