



STEERING COMMITTEE NOTES FOR AUGUST 16, 2019 SUMMER PLANNING MEETING

MEETING LOCATION

John Carver Inn, Brewster Room, Plymouth MA

MEETING ATTENDEES

STEERING COMMITTEE 8.16.19		
Kathleen	Considine	x
Nancy	DeLuca	
Maureen	Doherty	x
Tina	Dwyer	
George	Gorgizian	
Elizabeth	Haughn	x
Mike	Jackman	x
Siobhan	McKay	
Jim	O'Neil	x
Deb	Schopperle	x
Susan	West	x
Lauren	White	x
STAFF		
Kim	Allen	x

Mike Jackman, Chair, called the meeting to order at 9:26am. Dennis Carman joined meeting from United Way of Greater Plymouth County.

PREVIOUS MONTH'S MINUTES

All in attendance voted unanimously to approve the June minutes. Kim to post on website. Liz shared "starfish story" with all about making a difference and helping one person at a time.

GRANTS

All reviewed two mini grants submitted for summer deadline.

South Shore Community Action Council- Food Resources Program (Bagged Food and Backpack Food for Kids projects)

- Have applied and been funded previously. We had told them they are able to apply once per year, but that there was no guarantee of funding. SSCPP steering committee members toured food warehouse last year.
- Worthy program, preparing backpacks for kids and food bags for seniors. Expanding backpacks to Halifax.



- All in attendance vote unanimously to approve at full request.

The Happy Heart - Mindfulness & Positive Psychology Education with Plymouth Public Schools

- Grant writer, Emily, learned about us through PYDC.
- Questions- what is her role in Plymouth Public Schools? What is Changing Tides?
- Concerns: Portion of budget is for building her business- will SSCPP fund supplies for a home office? Do not require letters of support with mini grants, but might be helpful to see one from Plymouth Public School in this case. Concerns about one-person shop for accountability. No specific numbers for individuals served mentioned. How many students does she intend to serve?
- Her goal of expanding mindfulness in our region is a good goal.
- Ideas for our mini grant application- Add a line to grant RFP “applications from nonprofits are strongly encouraged”.
- Mike to reach out to Kelly at PYDC and to Emily- if anyone has additional questions send to Mike. Will ask about numbers and how she will reach the intended population.
- No vote at this time – pending response to questions.

SSCPP \$25,000 MAJOR BEHAVIORAL HEALTH GRANT REVIEW PROCESS

- No applications received as of meeting date. Deadline is in September, but all agreed to extend to October 15th.
- Discussed potential barriers for applying: health literacy; Kathleen not a fan of term “behavioral health” – using word “addiction” is not all encompassing; what is the SSCPP definition of behavioral health?; is grant too complicated- ask folks why they are not applying; did we make grant too rigorous? Should we offer a bidder’s conference?
- Groups to reach out to: mental health orgs, Plymouth Area Coalition for the Homeless, Suicide Prevention Coalition, NAMI
- Need to articulate how broad “behavioral health” can be.
- All to think of a few contacts to share grant with. Maybe we need to share examples of how grant could be spent such as pilot programs, unmet needs, systemic issues
- If needed, could offer one larger BH grant at 50K, rather than two at 25K each.
- Will survey general members and ask A) do you know about our grant and B) if you do, why haven’t you applied? Can be anonymous. Will be sure to include link to grant with survey and will make quick and easy to fill out. Mike will work on survey. Will send out survey on August 26th. Mike to send to Kim to put into Survey Monkey format.
- Grant reviewers- Danica agreed to review again (thanks to Maureen), Mike to reach out to Carl and Vaira. Last round, also invited Katie Howard from SSH and Dr. Kissinger. If anyone has any suggestions for other reviewers, please share.

REVIEW STEERING COMMITTEE RESPONSIBILITIES

- Mike reviewed our operating principles- they are on our site if anyone would like to take a look. Encouraged Lauren, our newest member, to reach out if she had or has any questions.

INTERCHNA

- Tina not in attendance; Mike shared an update.
- South Shore Health large behavioral health grants were given out to PCO Hope and Bay State, SSCAC et al. Mike and Deb are on the tri-CHNA committee.

- SSH DoN is spread between our three CHNAs. Portion is going to each individual CHNA and a portion to regional BH project.
- Paying out grants in 5 installments. Committee is scheduled to meet in October. Tina has done an excellent job
- Previously, CHNA was a DoN funded program administered by DPH. DPH has taken a huge step back from CHNAs- they are reviewing how they want the factor 9 monies spent. Deb was on webinar yesterday and shares DPH is currently funding healthy aging and policies. Part of SSCPP accountability is to our funders- the hospitals.

SUBCOMMITTEE GOALS AND OBJECTIVES

Finance Committee

- George not in attendance; Mike shared reports. Cindy provided a report for all of last year and a report for July. Started with \$466,404 and ended with \$385,285.59.
- Spent near a 100k on grants and programs including HL last year! This may be worthy of a press release
- Did receive 60K for SSH DoN. Deb noted some typos on hospital names.
- On last year report, there is an edit that needs to be made: prior year carry over is listed as 466,404, but should be \$385,285.69. Mike to talk to Cindy
- No vote - will have Cindy fix and can vote to approve in September.

Membership – Increase and Engage Membership

- SC is growing and general membership e-mail list has about 400 folks on it.
- Gaps: geographic coverage, we are Plymouth centric. Ideas for new members: Vinfen, more Senior Centers, public health departments, clergy members, more school nurses.
- Personal invitations help.
- Need to buy more YETIs for year.

Health Literacy

- Bethany put together a written HL update which was passed around.
- Newsletters have been going out regularly.
- Subcommittee talked about a videos/film series. Kathleen shared a summary: “Bring a Friend to a Film” Based on Vinfen Boston’s Moving Images festival about various disabilities. Could screen films at Plymouth library. Liz and Kathleen have been previewing some films- but would like input on kinds of issues we’d highlight. The library can access and license films for free.
- Locations: could keep in same place for familiarity or could be a rotating “library” series and use different libraries as locations.
- “Kanopy” is a free movie streaming service from library you can access with your library card.
- Questions- how do we pull off with time re: volunteers? Not sure how much we can use of Bethany’s time for this.
- HL group meeting next Friday for a mini retreat- committee can outline a plan to present to full steering committee in September. Will try to do one film this fall.
- Bethany working with library on ESL portion of our plan.

Publicity/Promotion

- Kim shared website data for month of July. We had 453 visitors with 547 sessions. Average time on the site: 1 minute, 20 seconds. Top pages visited: HL initiative, home page, and funding page.
- Deb suggested a site refresh. Our site is not mobile-friendly. Suggested we pull together a small committee to work on this.
- Facebook: currently up to 173 fans and promoting SSCPP YETI give away through the end of the month for new page likes.
- CEUs- Mike shared how his intern identified CEUs which we have created as a new resource on our site. We will continue collecting CEUs for this page. Maureen is involved with Plymouth Networking Group and will have them add Kim to the e-mail list so she may get the opportunities sent out. Will need to maintain list to clean out past CEU opportunities. Nancy suggested socialworkers.org as a resource.
- Kim will work on a flyer to share with SC about collecting CEUs.
- SSCPP Website Calendar guidelines- All decided we will allow submissions to our website calendar as long as they are in our catchment area and are health-related. Will allow fundraisers if they align with our mission. Kim suggested folks send her an e-mail at chna23@gmail.com with the subject line "Calendar" for items to be added.
- Took a photo of those in attendance to update our Facebook page timeline photo and to add to our website.



Group broke for lunch.

PLANNING GENERAL MEETING TOPICS FOR THE YEAR

- Locations: Steering Committee meetings will continue to take place at BID Plymouth Hospital in Funk A unless otherwise noted. Please see meeting scheduled enclosed.
- PLEASE NOTE: **Steering committee meetings will now be from 1:30 – 3:00PM** . The health literacy subcommittee plans to meet from 12:00 – 1:30PM immediately prior.
- General meetings will take place in the BID Medical Office Building (MOB) on 46 Obery Street. The room has the capacity for slides to be projected. Deb will order Panera for

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meetings as BID catering does not deliver to the MOB. We will need to set the room up ourselves each month, but it is not a challenging set up. Will try it and see how it works. Deb to order Panera for our 9/11 meeting.

- Our October 9th meeting falls on Yom Kipper. We will move this meeting to the third Wednesday of the month, 10/16. Deb kindly reserved the BID media conference room for October. Kim confirmed our mini grant report, New Heights, is available to present on the new date.
- Mini grant presentations scheduled:
 - September- New Again
 - October – New Heights/South Shore Conservatory
 - November- Had tentatively scheduled OCES Hoarding program, but as they presented previously on our hoarding panel, will not require a second presentation
 - December- Old Colony YMCA Plymouth Branch Camper Support Program (to be confirmed)
- SEPTEMBER: Discussed options including a World Café to get feedback from our members. May have at a future meeting and include sections on behavioral health and its meaning to our members, meeting content, and SSCPP resources (website, grants, social media, etc.).
- Landed on “Navigating SSCPP” as our September topic.
Agenda: New Again presents grant report, Mike to share about all of our grants and ask New Again about their experience applying. Will have copies of grant apps available. Will then ask anyone else in room who has utilized grants about their experience. Open up to any questions on BH grant ask if there is interest in a bidder’s conference (could Interface grant writer share her process?). Will go over some grant FAQs- Mike can share items that have caused a grant to be denied or questions the steering committee has asked grantees. Will then showcase our site to educate folks on its resources (calendar, CEU page, etc.) and our Facebook page. Kim to share site features. Ask folks what is missing and what we could add to be helpful.
- Discussed idea of some sort of skit to lead into navigating topic.
- Kim to send Mike list of grants we funded this past year as examples of grants funded by SSCP.
- OCTOBER: “Behavioral Health as a Health Literacy Topic” – ask members what BH means to them and build on SSCPP’s working definition identified in our grant application. Potential speaker: Sarah Cloud. Plan: Sarah to define BH and then we can decide what is meaningful for SSCPP with member contributions. Deb will ask Sarah if this outline makes sense.
- NOVEMBER: Hospice & Palliative Care. Deb reached out to Deborah Dolaway, Director, Cranberry Hospice and Palliative Care to speak and she is confirmed.
- Other topics brainstormed:
 - DA’s Office/ Dr. Sege to speak on ACEs
 - CBD/Cannabinoids and Rx interactions. Training/orientation on subject. Cannabis Control Commission (Maureen to contact?)
 - HEAL Grant- SSCPP is a partner. Plymouth chosen as a target community for this and will be more resources for nurses at Harbor Health when program is up and running.
 - Interface
 - NAMI Compass
 - Child development/ early intervention
 - Loneliness and isolation- Panel could include: Friends Matters/ teens & screens/ LGBT and transgender population
 - Mindfulness around holidays- Marcia Richards could come back

-MAY will be our Annual Meeting and JUNE will be our 3rd annual Health Literacy Breakfast.

Adjourned at 2:20PM.



**South Shore Community
Partners in Prevention**
SSCPP Meeting Calendar 2019-2020

Steering Committee Meetings

Meet the first Thursday of the month from 1:30PM – 3:00PM. Health literacy subcommittee meets immediately prior to steering committee at 12:00PM at BID Plymouth Hospital.

September 5th Funk A

October 3rd Funk B

November 7th Funk B

December 5th Funk A

January 2nd Funk A – subject to change

February 6th Funk A

March 5th Funk A

April 2nd Funk A

May 7th Funk A

June 4th Funk A

General Meetings

Meet the second Wednesday of month from 8:45AM to 10:15AM at BID Plymouth's Medical Office Building in the first floor conference room located on 46 Obery Street.

September 11th

October 16th in Media Conference Room – Third Wednesday

November 13th

December 11th

January 8th

February 12th

March 11th

April 8th

May 13th (ANNUAL MEETING)

June 12th (FRIDAY, HEALTH LITERACY AWARDS)