



STEERING COMMITTEE NOTES FOR OCTOBER 3, 2019 1:30-3:00 P.M.

MEETING LOCATION

Funkhouser Conference Room B, Beth Israel Deaconess Hospital Plymouth

MEETING ATTENDEES

STEERING COMMITTEE 10.3.19		
Kathleen	Considine	x
Nancy	DeLuca	x
Maureen	Doherty	x
Tina	Dwyer	x
George	Gorgizian	x
Elizabeth	Haughn	x
Mike	Jackman	x
Siobhan	McKay	x
Jim	O'Neil	
Deb	Schopperle	x
Susan	West	x
Lauren	White	x
STAFF		
Kim	Allen	x

Mike Jackman, Chair, called the meeting to order at 1:29pm.

PREVIOUS MONTH'S MINUTES:

All in attendance voted unanimously to approve minutes for September. Kim to post on SSCPP website.

FINANCE REPORT

- George reported. Reviewed expenses for the past month- Google AdWords.
- Cash available: \$388,979.87. All in attendance unanimously approved finance report.

TECHNOLOGY

- Kim shared an update on Facebook and website analytics. 184 "likes" on Facebook. We are up three from last month. In the month of September, we had 132 page views and reached 244 people.
- On our website, we had 283 users over last month and 262 were new. 696 page views, 2 pages per session, average session duration was 1 minute and 37 seconds, bounce rate of

64%. The top three pages visited have been consistent: home page, funding page, and health literacy initiative page.

- Mike shared he had SSCPP info at Plymouth Library Health Fair for SSCPP and encouraged folks to share on our e-calendar. Kim reported we have already gotten a few requests for calendar posts.
- Filming/audio recording of meetings
Siobhan tested out our new podcast tool at steering committee meeting. Tom uses Mevo to record audio and video at library. We are looking into using this as an option.

HEALTH LITERACY

- Newsletter/other updates: Latest HL newsletter was sent out on 10/3. Liz's son wrote an article for newsletter.
- SSCPP will be partnering with Plymouth Library on a film presentation on Nov. 13th in the afternoon. We can help promote this film.
- Carver Cares is also interested in co-sponsoring a film with us in the spring.
- Plymouth Public Library Health Fair- Event was on Sept. 28th and went well. We shared a booth with NAMI. Saw about 85-100 people and received positive feedback from attendees. Library holds an art fair in the summer and would be nice to have a booth at this also.
- Bethany has been tweeting- will connect with Kim to see if we can link to our Facebook page.

GRANTS

- **HL grant – Community Food Packaging:** Application received for fall deadline – committee reviewed at October meeting as it is a timely grant. Learned about us through BID Plymouth. Initiative is receiving support from BID and South Shore Health.
- Grant is for supplies for over 250,000 meals. Contact is Jeff Stone. All meals to be packed in one day with over 200 volunteers. Will be packaging 5 types of meals. Will serve all of Plymouth County.
- Question posed- this is a health literacy grant – is it directly tied to health literacy? All agree it does relate somewhat as it ties to food insecurity and the social determinants of health.
- Steering committee discussed possibility of creating a “Social Determinants of Health” grant that is broader. Should HL grant be more narrowly focused and tied to our HL Plan?
- Gave funding to transportation pilot in Plymouth (social determinant of health) but this was outside of grants process.
- Other questions - What happens if Jeff raises more than goal? Deb shared these events are run regularly and always need the supplies.
- All in attendance voted unanimously to approve grant at full request with the condition that SSCPP will explore a “social determinants of health” grant category/sub-category in the future.
- **Happy Heart follow-up:** Mike sent the e-mail to Emily since our last SC meeting. Invited her to attend SSCPP meetings. Haven't heard back.
- **BH grant – update**
- Have received two grants so far: Volunteers of America, MA and Pembroke Titans Against Drugs
- Agencies who have expressed interest in submitting: BID Plymouth, Old Colony YMCA, and Healthy Plymouth
- George shared a bit about Volunteers of America. Have been around since Civil War- used to be part of Salvation Army. Have a large SSVF grant.

- 2019 BH grant reviewers- Kim has heard a “yes” from Danika and Vaira. Katie Howard is not available this year. Have not heard back from Carl Alves or Dr. Kissinger. Siobhan suggested we reach out to Dr. Shaba (sp?). Siobhan will send Kim contact info. She also offered to reach out to Casey. Nancy offered to reach out to Linda Gabruk of Brockton Neighborhood Health Center. Mike to reach out to Carl. Deb suggested reaching out to other CHNA SC members as reviewers.
- Kim shared review timeline:
 - Tuesday, 10/15: Grants submission deadline
 - 10/16 - 10/23: SSCPP steering committee organizes grants to send to reviewers
 - 10/24 - 11/15: Three week grant review window. Grants to be read and scored by Nov. 15th
 - Week of 11/18: Grant reviewers may be asked to have a conference call to determine funding recommendations to be made to steering committee (meeting to include 2-3 steering committee members) May recommend up to 2 grants.
 - 12/5: Steering Committee meets to make funding decisions
 - 1/2020: Grant period begins
- Discussed review process- Based on submissions, will assign a certain # of grants to each reviewer. Perhaps all could read three grants each for a cross-over method.
- Depending on when they arrive/ our supply, may be able to give Yetis to reviewers. Mike in process of ordering and can receive nonprofit discount through United Way fiscal agent.
- Also need more business cards for SSCPP and for Bethany. Deb to order SSCPP cards.
- Rather than a meeting as originally planned, reviewers may need to come together for a conference call (as needed based on scores) to discuss final awarding of grants.
- Kim to send out all grants to steering committee first thing to determine how to divide for reviewers.
- Mini grant & HL applications: Kathleen suggests we make first several pages of RFP a PDF for the instructions and have folks only submit the required portion to save on paper. Kim to work on this.

MEMBERSHIP

- No updates at this time.

InterCHNA

- Holding a meeting next week of InterCHNA. Will get an initial report on large grantees. Mike attended PCO quarterly meeting at Bridgewater State University.

GENERAL MEETING PLANS

- October – Defining Behavioral Health Panel
Meeting to be held at Plymouth Center for Active Living in large dining room space. Will have meals on wheels volunteers in room, but not a lot of noise. Have capacity for media- Kim confirmed with Beth. Sarah Cloud and Kelly Macomber are confirmed as panelists.
- November –
SC meeting in Funk B. General Meeting likely at BID in MOB. Topic: Hospice and Palliative Care – Deb has confirmed Deborah Dalloway is available.



- Ideas discussed of making this a panel: Could Deborah bring one of her nurses/social workers? Could we get someone from Norwell VNA? Siobhan to reach out to Director. Maureen would be happy to share about her positive experience with hospice for her mom.
- December – Mindfulness
Marcia Richards had come in a few years back. Mike learned of a group on the Cape called Calmer Choice. They have many programs and are expanding to Plymouth County. Fiona is interested in coming to a meeting. Maybe she could come and do a workshop for us. Mike happy to reach out to her and she if she can do something similar to what Marcia has done.
- Topics for 2020 meetings:
 - Drug Endangered Children Initiative
 - Cannabis & how it interacts with other drugs. Siobhan has a lot of detail on this and has been to trainings. Saw a presentation from a nurse at MNA and can reach out. Mike to reach out to Cannabis Control Commission – Jen Flanagan or someone else from commission. Will look at for early 2020.
 - Jon Mattleman, Mind Over Matter. Does a Secret Life of Teens presentation. He's a clinical social worker. Mike can send his website around- offered to present at one of our meetings.
 - Local veteran services: George can help set this up
- Holiday/end of year luncheon- Will figure out details at our November steering committee meeting.

PROMOTION

- Deb to look into more SSCPP business cards.

Adjourned at 2:55pm