



**STEERING COMMITTEE NOTES FOR MARCH 5, 2020  
1:30 - 3:00 P.M.**

**MEETING LOCATION**

Funkhouser Conference Room A, Beth Israel Deaconess Hospital Plymouth

**MEETING ATTENDEES**

<b>STEERING COMMITTEE 3.5.20</b>		
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	
Susan	West	X
<b>STAFF</b>		
Kim	Allen	X

Mike, SSCPP Chair called the meeting to order at 1:31 PM.

**PREVIOUS MONTH'S MINUTES:**

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

**FINANCE REPORT**

- George reviewed and distributed finance report.
- Kim to check in with Cindy on the \$60,000 payment from South Shore Health as it does not appear in the report.
- Mini grants: Have recently put out \$27,800 in grants. Getting a lot out to the community.
- Current cash available: \$247,076.49
- All in attendance vote unanimously to approve finance report.

## TECHNOLOGY

- Question posed regarding Mailchimp verification back up phone number. Currently goes to Kim's phone. Kim to see if we can add any additional numbers/look into our verification options.
- Kim shared a website analytics update for the last month. From 2/1 – 3/1, we saw 339 users, 315 of which were new. There were 395 session and 704 page views. Average time on site was 59 seconds. Our bounce rate was 74%. On Facebook, we have 193 likes and we reached 417 people in the last month. Carver Carves invited us to be co-hosts on Facebook event for our film screening.

## HEALTH LITERACY

- HL subcommittee met prior to steering committee meeting. Committee members shared an update.
- SSCPP is co-sponsoring *If They Had Known* film screening event with Carver Cares. 50-60 people will fill the room. Plan to do discussion groups afterward. We are seeking donations for door prizes for event. If anyone has connections, Mike has a letter that can be used for the ask. All in agreement SSCPP will donate a \$100 Visa gift card as a door prize.
- Bethany and Liz met with the Hedge School principal. Grades at the school are kindergarten – 6th. May be applying for a grant. They shared they have had some linguistic and cultural challenges with Brazilian & Portuguese students. Principal is seeing a lot of families not accessing resources due to language issues. Tina has a template SSH used at an event for Portuguese families (to practice English skills related to health) that may be of help. Event was a safe place to ask questions, sort of like a Credit for Life fair.
- MA Heal Grant Update: Mike shared that the meetings are taking place. Harbor Health has been coming to the meetings, but have not been too vocal as they are still figuring their portion of the grant out too. Would love to have more representation at our general meetings from Harbor as well. More on Heal grant below.
- Took some time to discuss SHLAP goals at HL subcommittee meeting. One of the goals is to promote plain language materials. Bethany would like to have a better handle on this. Mike is going to put together a quick survey on this as well as resources on COVID-19. During the March general meeting, Mike will share Coronavirus update and then ask about plain language (i.e. do folks use clearinghouse, etc.)
- Bethany will send out a HL bulletin with resources and handouts on COVID-19.

## GRANTS

### Mini-grants: South Shore Conservatory-New Heights (follow-up)

- Mike shared response he received from Ann with all. She provided an explanation on the admin. costs and shared SSC would accept funding without the 1-1 lessons for Adam. All discussed.
- SSCPP will not fund the individual lesson and removed the \$395 from the award.
- SSCPP does not currently have a policy for administrative allowance on grants. Need to create guidelines for this going forward. This will be an agenda item for our summer retreat.
- Motion: Will award the grant in the amount of \$2,840. Liz opposed. Remaining members vote to approve grant at this amount. Motion carries.

## MEMBERSHIP

- No update.

## InterCHNA

- Tina shared an update. South Shore Health has applied for 2 large grants- Healthy Aging grant and MassUP grant. Used tri-CHNA in grants to share how we are focused on the whole community. If awarded grants, will also use tri-CHNA committee to help distribute the funds.
- Both are large grants. One is related to community health workers. The second grant ties into housing insecurity & homelessness.
- Wondered if tri-CHNA would ever award grants. This is not happening currently but could be an idea to consider in the future.
- SSH is applying for more DoNs for new MRI machines. This money will also go to the tri-CHNA to decide what we want to do with it.
- Kathleen asked if the tri-CHNA would fund a small grant of \$2,600. She will send more info to Mike with details for consideration.

## MA HEAL Grant Update

- Mike shared that the Heal grant meetings are going on regularly. Next meeting is scheduled for March 13th at the library.
- At the last meeting, the communications person from BMC joined. This is an ongoing process. Are looking for a champion from Plymouth to be a part of this.
- Still do not have a fiscal agent and so do not have a coordinator hired. Mike talked to the Plymouth town manager. Melissa and the Chief are willing to sit down with folks from BMC and then it is likely the town will take on fiscal agent and we can hire a coordinator.

## GENERAL MEETING PLANS

- March 11<sup>th</sup>: Guest speaker is Jim Frazier, Sheriff's Office. Mike will share a Coronavirus update/plain language survey. Meeting is at the Plymouth Chamber/United Way Plymouth office. Terra Cura will also share a mini grant presentation.
- April and May- brainstormed topics.
- April- Maureen suggested Cultural Connects from MA Health as a topic. They offer a card that allows folk to access several cultural access points in community and promotes health literacy. Provides health benefits such as increased physical activity and reduced social isolation. Anyone who is on one of the health connector is eligible. Offer programming related to the arts as well. MA Cultural Council puts on Culture Connects. Maureen will reach out to see if they are available for our April 8<sup>th</sup> meeting. Also have Health Imperatives mini grant outcomes report scheduled for April.
- May 13th will be our annual meeting. Census could be a good topic. Mike can reach out to Census Bureau to see if anyone can come out to present at our May meeting,
- Health Literacy Awards- no nominations received yet. Kathleen will put in a nomination for Andrew Homestead of the Duxbury police.

Opened floor for announcements/ new business.

Adjourned at 2:40 PM.