



**STEERING COMMITTEE NOTES FOR JUNE 4, 2020  
1:00 - 2:30 P.M.**

**MEETING LOCATION**

Conducted via Zoom.

**MEETING ATTENDEES**

| <b>STEERING COMMITTEE 6.4.20</b> |            |   |
|----------------------------------|------------|---|
| Kathleen                         | Considine  | x |
| Nancy                            | DeLuca     | x |
| Maureen                          | Doherty    | x |
| Tina                             | Dwyer      | x |
| George                           | Gorgizian  |   |
| 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, SSCPP Chair called the meeting to order at 1:04 PM.

**PREVIOUS MONTH'S MINUTES:**

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

**FINANCE REPORT**

- George unable to attend meeting. Mike shared his screen to display the report to all.
- Reviewed expenses for the month: Coordinator YTD expenses, mini grants, a health literacy grant, and Google AdWords.
- Current cash available: \$213,969.95.
- All in attendance voted unanimously to approve finance report.

**TECHNOLOGY**

- Kim shared an update. She sent the reports for the website and Facebook out electronically prior to meeting.



- Facebook: Reached 301 people over last month; up to 203 likes. Have been sharing our HL newsletters (also archived on our website) and Kim has shared COVID-19 links to mass.gov and the CDC. This post is pinned to the top of page.
- Website: Reached 285 users in May, 274 were new users. Google Adwords is working well. Average session length was 30 seconds. Bounce rate 80%.
- Google AdWords: Deb shared a detailed report electronically after the meeting.

## HEALTH LITERACY

- HL subcommittee met prior to steering committee meeting.
- Bethany has been sharing regular COVID-19 Health Literacy Bulletins on a variety of topics.
- Plans to send out a newsletter with testing sites. Also talked about racial disparity and health inequities. Bethany will send around some resources. She also plans to send a reading list.
- Planning a “watch from home night” perhaps utilizing Plymouth Library’s Kanopy program: <https://plymouthpl.kanopy.com/category/49044>.
- Will hold a summer meeting and review progress and plans for Health Literacy Action plan.

## GRANTS

- Committee reviewed recent and outstanding grant requests.

Mini grants:

**Independence Academy- \$3,300.00**

- Funded at May meeting.

Health Literacy Grants:

**Christina Nordstorm and Ted Mello (no agency): Music & Memory \$7,800.00**

- Questions- Can they perform this summer as planned? And, are they going to charge facilities additionally? Will put this grant on hold until the end of summer as it is very unlikely they can access the sites this summer.

**Terra Cura - Summer Farmers Market \$10,000.00**

- Steering committee voted electronically in May to approve the grant. Jacki sent an update after that they may not be able to run. They want to re-tool the budget and submit possibly as a mini grant as they will not be able to do all that was proposed. Awaiting an updated application from them.

Note after meeting: United Way received returned check for the \$10,000 grant and new request was submitted that is currently under review.

**Health Imperatives - WIC Program \$10,000.00**

- Nancy stepped out while discussion took place. Mike shared response from grant writer he received from WIC in response to steering committee questions.
- The purpose of the grant is to run an outreach campaign to promote WIC program.
- Target audience- low income families on the south shore with children under 5 or pregnant women. Specifically want to enroll new folks and folks affected by COVID-19.
- Will translate the materials developed into multiple languages.
- Plan to run from July 1<sup>st</sup> – June 30<sup>th</sup>.



- Currently delivering all services via telehealth for WIC services. Can still enroll and provide nutrition benefits over the phone
- The administrative costs in the budget are agency wide, not program specific and are 15% of total grant budget. SSCPP does not currently have a hard and fast rule on what we do and do not fund in regards to admin. All discussed.
- Many grants over the last three months have had to change their plans based on circumstances. There are more people in need. This program makes sense and is needed currently.
- All in attendance vote unanimously to approve grant at full request.

**South Shore Community Action Council on behalf of the Greater Plymouth Area Social Responsibility Consortium- Transportation Pilot Program \$10,000.00**

- Mike sent Cheryl White at SSCAC some questions following our last meeting and also sent to Malissa Kenney. Malissa and Cheryl are working on response.  
Note after meeting: Follow-up response was sent over and is currently under review.

Previously Funded Grants with Proposed Changes

- **Plymouth Schools and PYDC** – Mike had previously shared the new request. Plymouth School's fee from Interface is going up from \$12,500 to \$16,000 and as a result, they have asked to amend their grant to increase the budget to \$16,000 for the coming year.
- Mike shared with all. This will be the final year of this grant. All reviewed original budget. Overall they are under budget. The reason for the increase in fees is due to Interface receiving a higher call volume in our area.
- Discussed geography for use of Interface through this grant. The audience is folks who live in or attend school in Plymouth only. We last received 6 month progress report data a few months back.
- All in attendance vote to approve the increase of \$3,500 making the total award for FY2021 \$16,000.
- Have not been in to share outcomes report yet. Would be beneficial to invite folks from Interface in addition to Plymouth Schools to join us at a meeting. They also serve other towns in local communities.
- **Plymouth Center for Active Living Grant:** Steering committee electronically voted and approved amended request. The Center will run their programs with Zoom this summer.
- **Old Colony YMCA:** Mike alerted all that he had a call with Derek Pavia. They will not be able to do everything they planned this summer in their SSCPP behavioral health grant. Will hire staff person proposed, but need to extend their time into the fall. Will review at summer retreat when more information is shared from the Y.

## MEMBERSHIP

- Will hold annual elections in June. Kim sent around the ballot. We currently have 11 members and 4 open seats.
- Vicky Butler from PCO expressed interest in joining steering committee. She sent Kim her bio. Will add her to the ballot.
- At our June meeting, we will vote on officers and steering committee slate.
- George has been dealing with some family matters. Assuming he is still able to serve as Treasurer, we are set for the election.

## INTERCHNA

- Tina shared an update.
- Next meeting is planned for mid- July. Will have grant recipients PARI and Bay State report back.
- Will know next week if SSH has received a Mass UP grant.

## MA HEAL Grant Update

- Committee is meeting every two weeks.
- Had a meeting on June 4<sup>th</sup> at 10am. Mike did not attend, but will get updates and can share.
- Merielle shared a great report at SSCPP May general meeting.

## GENERAL MEETING PLANS

- June: Will continue to hold meeting on Zoom. Mike has lined up guest speakers MA State Representative Kathleen LaNatra and Jon Mattleman.
- Kathy will share about her weekly PACTV Mental Health forum. Will also be nice to get her perspective as a new rep.
- Jon will share an overview of his Teens, Tweens, and Quarantines presentation. He has recently done this presentation via Zoom on the Northshore. He is not charging a fee.
  
- Summer meeting: Usually hold our steering committee retreat during the first or second week of August. Will discuss dates. Please send Mike any thoughts.
- Agenda items- Would like to go through grants at the summer meetings. Maybe we can review what we do and do not pay for. All can review the applications prior and see if they are doing what we want them to do as well as look at any changes we want to make.
- Bethany wants to do a deep dive of the Health Literacy Action Plan at a separate HL meeting.

Opened floor for announcements/new business.

- Nancy heard from new director of Plymouth micro Family Resource Center- they are currently working to secure a north Plymouth location. Kim will forward the e-mail to steering committee and Nancy will invite director to join our SSCPP meetings.
- Deb and Maureen shared an update on BID and reported things are slowing down a bit. Are planning a big safe care campaign to encourage folks to come back for regular services.
- Tina shared at SSH the volume has dipped down significantly. Are seeing folks that postponed due to fear of coming in re-scheduling appointments to come in now.

Adjourned at 2:28 PM.