

**Community Health Services Advisory Committee  
CHIP | Health in All Policies Action Team  
Meeting Minutes  
WEDNESDAY, January 2, 2019**

**Members Present/Representation**

Richard Ragan | Co District 1  
 Carol Thunstrom | Co District 4  
 Joseph Adamji (Chair) | Co District 5  
 José Tori | County at Large  
 Amy Lafrance | County at Large  
 Christine Iserman | County at Large  
 David Muhovich | City of Saint Paul  
 Hanna Getachew-Kreusser | City of Saint Paul  
 Kerri-Elizabeth Sawyer | City of Saint Paul  
 Regina Rippel | City of Saint Paul  
 Thomas Kottke | City of Saint Paul

**SPRCPH Staff:**

Kathy Hedin | Interim Director  
 Diane Holmgren | Division Manager  
 Tommi Godwin | Planning Manager  
 Sue Mitchell | Program Supervisor  
 Cathy St. Michel | Administrative Support  
 Julia Wolfe | Planning Specialist

**Guests:**

Larry Timmerman | Senior Program Evaluator  
 Amy Boese | Community Health Assessment Partnership

The meeting was called to Order at 5:37 p.m. by Chair Joseph Adamji. Everyone was welcomed to the meeting and introductions were made.

A motion was made by Tom Kottke and seconded by Christine Iserman to approve the minutes as written for October 3, 2018. The motion was approved by affirmation of the committee.

Agenda item:	Speaker/Discussion:
Chair and Vice-Chair Elections	Email suggestions and self-nominations to Cathy. The committee agreed that they can vote by email and have a person in place for the next advisory committee meeting in March.
Public Health Awards, Kathy Hedin (Interim Chair), Saint Paul – Ramsey County Public Health	The website for 2019 Public Health Awards is updated and ready to accept nominations. Please share through your contacts and/or networking that nominations will be open now until Tuesday, February 5. The review committee that reviews nominations and selects winners from each category comprises Saint Paul – Ramsey County Public Health staff and three members of this committee. Amy Lafrance, David Muhovich and Richard Ragan offered to serve in this role. Thank you, Amy, David and Richard!
Community Health Assessment Prioritization, Sue Mitchell (Program Supervisor) and Tommi Godwin (Planning Manager), Saint Paul – Ramsey County Public Health	Now that the data from the indicators has been collected for the Community Health Assessment (CHA), Saint Paul – Ramsey County Public Health (SPRCPH) needs to prioritize the indicators that will be the focus as the strategic plan is updated for 2019. This committee is asked to complete an exercise to assist with prioritizing indicators.

Agenda item:	Speaker/Discussion:
	<p>Sue presented background information about the CHA process and where we are on the process timeline. SPRCPH will pick topics that are the highest priority in Ramsey County and track those topics. Tommi described how we will prioritize and why, and described the activity. With input from community leadership we will align priorities and narrow down to a Top Ten list of indicators. Community Health Improvement Plan (CHIP) goals and focus areas for the next five years will be selected from the Top Ten. Today will be a first draft. The finished plan will be a combination of what we hear from the community, what we hear from this committee and the resources within Ramsey County. Updating our plan with new priorities will not end our commitment to current work. It is not a goal for members to wordsmith tonight, but Tommi would appreciate your feedback if you notice something that could be recategorized or described differently.</p> <p>Tommi led a discussion on how to define a priority. Committee members were then given ten colored dots and asked to place the dots next to indicators that they felt should be a priority. At the end of the exercise, the indicators with the most dots will be considered the highest priorities.</p> <p>Members were asked to note if there were topics that were not on the indicator list, but they felt should be part of the CHA. Some topics noted were:</p> <ul style="list-style-type: none"> <li>• Water</li> <li>• Emerging infectious diseases (Ebola, etc.)</li> <li>• Language is important for health care access</li> <li>• School-to-prison pipeline</li> <li>• Census participation</li> <li>• Isolation</li> </ul> <p>SPRCPH does not have the ability to impact all of the indicators, but we collect data on the condition. If there are many dots on an area where we do not have direct access, we will bring it to our state and/or federal partners to influence action in that area. In some cases, SPRCPH could petition the board for resources to impact an area.</p> <p>The exercise resulted in 8 indicators being selected, followed by several ties. The indicators are listed here, with the number of dots in parentheses.</p> <ul style="list-style-type: none"> <li>• Health Care Affordability (10)</li> <li>• Health in a Changing Climate (10)</li> <li>• Emotional Distress for Youth (8)</li> <li>• Poverty - All Ages (6)</li> <li>• Healthy Food Access (6)</li> <li>• Homelessness (6)</li> <li>• Youth Obesity (6)</li> <li>• Firearms Injuries (5)</li> </ul> <p>There were some comments on how indicators were categorized. It seemed hard to narrow down and pick just a few when everything seems important. Some indicators are very specific. In some cases it may be easier to think in general terms and combine several indicators into one. An example would be an indicator for</p>

Agenda item:	Speaker/Discussion:
	<p>'chronic diseases' instead of one for each disease. That would make it a much bigger issue and possibly a higher priority. Similarly, there are several indicators related to sexual health services, poverty, and many items related to healthy childhood. When asked for any other feedback, one member suggested using positive verbs in the final product such as 'do this' to enforce moving forward, rather than negative verbs like 'don't do that.'</p> <p>Tommi will share progress with this committee as SPRCPH moves forward with the planning process.</p>

Minutes taken by: Cathy St. Michel

Motion to adjourn (7:30PM) passed by affirmation of the committee.

**Next meeting:** February 6, 2019 - SHIP | CLT, CHIP Action Team

March 6, 2019 – Community Health Services Advisory Committee