

**Community Health Services Advisory Committee  
Meeting Minutes  
April 5, 2017**

**Members Present/Representation**

Regina Rippel | City of Saint Paul  
 Mee Cheng | City of Saint Paul  
 Madonna McDermott | City of Saint Paul  
 Jill Stewart | Ramsey County at Large  
 Amy Harding | Ramsey County at Large  
 Kerri-Elizabeth Sawyer | City of Saint Paul  
 Eugene Nichols | Ramsey County District 4  
 David Muhovich | City of Saint Paul  
 Carrie Dickson | Ramsey County District 7

**SPRCPH Staff:**

Anne M. Barry | Director  
 Diane Holmgren | Administration Division Manager  
 Jocelyn Ancheta | Planning Manager  
 Sue Mitchell | Public Health Program Supervisor  
 Cathy St. Michel | Administrative Support

The meeting was called to Order at 5:35 p.m. by Chair Jill Stewart. Everyone was welcomed to the meeting and introductions were made.

The committee watched the portion of the April 4, 2017, [Board of Commissioners Meeting](#) that included the Proclamation of Public Health Week, and the presentation of the 2017 Public Health Awards.

A motion was made by Eugene Nichols and seconded by Mee Cheng to approve the minutes as written for March 1, 2017.

Agenda item:	Speaker/Discussion:
Budget Update Diane Holmgren (Administration Division Manager), Saint Paul – Ramsey County Public Health	The budget process is nearing completion at the service team level. All divisions of the Health & Wellness Service Team (HWST) are having conversations about prioritizing on a service team level. The County Manager will use the information from the HWST and the other service teams to develop a proposed budget to bring to the county board in August.
Preparing for the Community Health Assessment Anne M. Barry (Director), Sue Mitchell (Public Health Program Supervisor), Saint Paul – Ramsey county Public Health	<p>The current Community Health Assessment (CHA) expires in 2018. The Planning &amp; Performance Improvement Team will be working with others to develop a new CHA by early 2018. The CHA will be used to inform the department’s Strategic plan and Community Health Improvement Plan. The data and data sources needed to create the new CHA are being identified now along with the community. Data will be inclusive, diverse and comprehensive as this will define health and guide the development of those plans. The CHA will identify health disparities and health trends that will direct future work for SPRCPH and interactions with other Ramsey County departments. The committee discussed innovative ways of collecting data, such as during festivals, street fairs, and neighborhood events, along with national data, and would like to see more about the disabled, incarcerated and other populations which are underrepresented. The ability to better connect organizations will improve services across the county and leverage resources to produce the best outcomes.</p> <p>The Community Health Assessment Partnership Council (CHAP-C) has been identified to assist with development of the list of indicators for the CHA. Committee members reviewed the list of CHAP-C sectors and population representatives and gave their input. CHSAC is part of the CHAP-C. Members were asked to identify data sources available through their work that can be used for the CHA. Suggested trends</p>

Agenda item:	Speaker/Discussion:
	<p>that can be explored that are affecting our community are sleep deprivation, mental health and health trends based on ethnicity. Data related to school children is available from many sources, but is not being integrated into one comprehensive health record for the student. Saint Paul Public Schools (SPPS) is using a grant to explore ways to include health information for school children on their school records as a way to provide more complete health history for school nurses. Expertise in presenting data in simple ways would be appreciated. The Kitty Anderson Youth Science Center may be able to provide resources to help compile and format the data.</p> <p>The Community Health Assessment Research Team (CHART) consists of 12 staff who will research, analyze the data collected, and write the draft CHA. They will also consult with community experts and stakeholders before completing the CHA by early 2018.</p>
Announcements and Updates	<p>Carrie Dickson spoke about the Health Professions Autism Network that she created as part of her doctoral studies. The project launched March 1, 2017 and coincides with Public Health Week and Autism Awareness Month. The network addresses health disparities in the autism community by creating a community of practice for health professionals to come together and discuss ways to provide care across the lifespan for those on the autism spectrum. Carrie offered members badge cards to display at their workplace with tips for how to interact with people on the Autism spectrum. Members are invited to share the website. The kick-off event will be held, May 23, 2017, 8 – 10 a.m. at La Clinica in the Community Room, 153 Cesar Chavez St., St. Paul, MN 55107. Carrie will send a flyer for the event to Cathy St. Michel which will be shared with members. Carrie is working to expand this network throughout the health provider community.</p> <p>Eugene Nichols shared that the Kitty Anderson Youth Science Center (KAYSC) will partner with the African American Leadership Forum (AALF) to educate the community on the science of tobacco use and understanding the predatory techniques of tobacco companies. Ramsey County has a grant to continue education in the community. The Minnesota Department of Health published data in February 2017 regarding the use of menthol in tobacco products.</p>

Motion to adjourn at 7:12 p.m. passed by affirmation of the committee.

**Next meeting:** May 3, 2017 | Statewide Health Improvement Partnership/Community Leadership Team  
 June 7, 2017 | Community Health Services Advisory Committee

Minutes taken by: Cathy St. Michel