

**Community Health Services Advisory Committee  
 CHIP | Health in All Policies Action Team  
 Meeting Minutes  
 December 6, 2017**

**Members Present/Representation**

Mee Cheng | City of Saint Paul  
 Madonna McDermott | City of Saint Paul  
 Regina Rippel | City of Saint Paul  
 Kerri-Elizabeth Sawyer | City of Saint Paul  
 Mary Yackley | City of Saint Paul  
 Christine Iserman | Ramsey County at Large  
 Jill Stewart | Ramsey County at Large  
 Joseph Adamji | Ramsey County District 5  
 Maria Sundaram | City of Saint Paul

**SPRCPH Staff:**

Anne Barry | Director  
 Joel McCullough | Medical Director  
 Zack Hansen | Environmental Health Director  
 Kathy Hedin | Healthy Communities Division Manager  
 Mindy Stepnick | Environmental Health Specialist  
 Terese Bordeau | Environmental Health Specialist  
 Jocelyn Ancheta | Planning Specialist  
 Kee Vang | Health Educator  
 Michael Reed | Environmental Health Supervisor  
 Mary Elizabeth Berglund | Environmental Health Supervisor  
 John Springman | Environmental Health Specialist  
 Jim Yannarely | Environmental Health Supervisor  
 Cathy St. Michel | Administrative Support

**Guests:**

Rhonda Grimes | Student, Century College

The meeting was called to Order at 5:30 pm by Chair Jill Stewart. Everyone was welcomed to the meeting and introductions were made. Anne introduced and welcomed our new medical director, Dr. Joel McCullough. Joel shared a little of his background working in public health at both the local and national level, and said that he feels very fortunate to be chosen for this position and able to relocate to Minnesota.

A motion was made by Maria Sundaram and seconded by Cristine Iserman to approve the minutes as written for October 4, 2017. The motion passed by affirmation of the committee.

Agenda item:	Speaker/Discussion:
Environmental Health Overview, Zack Hansen (Environmental Health Director), Terese Bordeau (Environmental Health Specialist), Mindy Stepnick (Environmental Health Specialist)	The Environmental Health Department (EH) consists of 40 professional staff and 20 staff at compost sites. Their work supports and protects the health of the environment and follows state mandates. EH works with pollution control. Most of EH’s work emphasizes prevention to reduce financial, economic and health risks by recycling and proper disposal. The Ramsey County Board made intentional decisions many years ago to focus on prevention. EH focuses on policy development and they work with the county board and follow Health in All Policies (HiAP) in their decisions on purchases, plans prepared for the state for solid waste, inspections for restaurants, etc. EH partners with restaurants to protect health. EH seeks environmental justice in where we place facilities and how we enforce policies.  Consider how each unit decreases risk. The work in EH is broad and touches many areas. There is a wide variety of backgrounds and education among staff. EH is a leader in Public Health for Quality Improvement to constantly improve what they do.

Agenda item:	Speaker/Discussion:
	<p>Michael Reed leads the Solid and Hazardous Waste Compliance Division. Correct disposal of waste reduces the risk of exposure to waste and to the environment. It is a heavily regulated division, and they try to be proactive when licensing and inspecting small and large facilities such as car shops, medical facilities and laundromats. Pre-demo inspections are performed for full house demo and for renovations. Ramsey is an old county and over 80% of demos contain asbestos. We make sure the waste gets to the right place.</p> <p>Mark Clary is the supervisor for Recreational Water Illnesses, which keeps food, pools and lodging safe and clean. This division inspects diners, mobile home parks, hotels and pools and works with Minnesota Department of Health during outbreaks. They conduct training and education for businesses, review construction plans, issue licenses and inspect restaurants. Ramsey County inspects suburban cities except for Saint Paul and Maplewood. Inspection schedules are risk-based and depend on the menu and population served. The most frequent schedule is every eight months and at least annually, and the latest inspection data is made public on request. EH is not in the business of putting people out of business, but instead wants to work with them as partners.</p> <p>Jim Yannarely is the supervisor of the Lead and Healthy Homes Program (HHP). EH is integral in identifying lead in the home and reducing/eliminating risk. Jim follows up with families to perform a lead inspection to identify sources of lead, often in paint or windows. HHP helps subsidize window replacement. HHP is a county-wide program (including Saint Paul and Maplewood) started in 1996 that focuses on reducing triggers for asthma and allergies, such as cigarette smoke, pets, pollen, mold and pests. HHP distributes vacuum cleaners and cleaning supplies.</p> <p>John Springman is the supervisor of Solid Waste Operations (SWO). SWO operates seven collection sites for solid waste and yard waste, including organic waste such as food scraps, tissue, napkins, etc., that can be composted. SWO manages Household Hazardous Waste collection. The workers collect and sort paint, batteries, light bulbs, etc., directly from your vehicle. Workers screen items and put useable products in the Re-Use It Center for residents to take for free. Confidential medication collection is done in collaboration with Law Enforcement Center. The map on the county website has all collection sites listed.</p> <p>SWO reduces the risk to health by partnering with cities to manage waste as a resource, and partnering with school districts to implement sustainable policies and begin educating school children to create a habit of recycling.</p> <p>Mary Elizabeth Berglund supervises the Outreach and Engagement Team, which helps other programs in communication, marketing and creating a presence on social media. Ramsey Recycles is our brand and all sites have the same look and feel. Education is important, and there are toolkits available for use and the A-Z guide to answer questions. Part of the engagement piece is the Fix-It Clinics, where volunteer fixers help residents repair broken items.</p> <p>Mary Elizabeth also oversees Administrative Support, which handles licensing and reporting.</p> <p>Zack Hansen oversees Policy, Planning and Evaluation, which prepare policies and devises Solid Waste Master Plan. Working with Health Protection they create a map of climate change, the effect on health, and vulnerabilities in the county that have a higher impact from climate. EH staff work with energy alternatives such as solar panels at the Law Enforcement Center. They teach professionals emergency preparedness to plan what to do in a crisis. They help entities like libraries integrate their waste management with Public Entity Integration Grants.</p>

Agenda item:	Speaker/Discussion:
	Zack is part of the Recycling and Energy Board. Ramsey County looks at their waste facility as an economic opportunity for the county to reclaim waste. Biz Recycling is a program to provide free technical advice to any business in the city to review their garbage bill and make changes in policy to start reclaiming their waste. They will award grants up to \$10,000 to a business to set up a recycling program.
Community Health Assessment Qualitative Assessment Overview and Discussion, Kathy Hedin (Healthy Communities Division Manager), Jocelyn Ancheta (Planning Specialist), Kee Vang (Health Educator)	Kee and Jocelyn will create the qualitative side of the Community Health Assessment (CHA) with open ended questions of how people see their health. The survey will be delivered via Survey Monkey and on paper, and will encourage people to think about health in the broadest sense outside the wall of a clinic, hospital or health insurance. People will be asked to share life experiences. The survey will collect demographic info and will be broken down to three questions regarding health and wellness, strengths and barriers to health. The team has identified places to collect information and have people who will analyze the raw data. Collection points will be libraries, the commercial corridor, community centers, cultural groups and faith based organizations. They are being strategic in their approach and mindful of reaching all residents including the homeless, Lesbian/Gay/Bisexual/Transgender/Questioning community, teens and elders. Their goal is to reach 3000 people in the next two months. Engagement will be relationship based. They will work with key leaders to assist with conversations. and use pictures and stories to capture information. Students from the Kitty Anderson Youth Science Center will develop an app/game to get these questions to teens and young people. The survey will be translated into Hmong, Karen, Somali and Spanish. A link to the survey will be on the website. Once it is available members will be asked to reach out via their networks to request that residents complete the survey. When the CHA is published, the results will be communicated back into the community. Results will be on the data portal and in PDF form.
Motion to Approve 2018 Chair Joseph Adamji, Jill Stewart	Vice Chair Joseph Adamji will succeed Chair Jill Stewart. Joseph will take over the duties of Chair in January. A motion to approve this transition was made by Madonna McDermott and seconded by Regina Rippel. The motion was approved by affirmation of the committee.
Nominations for 2018 Vice-Chair, All	Nominations for Vice Chair will be accepted at or before the January meeting. Please send nominations to Jill Stewart at <a href="mailto:jillmkstewart@gmail.com">jillmkstewart@gmail.com</a> or Anne M. Barry at <a href="mailto:anne.barry@ramseycounty.us">anne.barry@ramseycounty.us</a> .
Announcements and Updates, All	Public Health Awards for 2018 will be awarded in April 2018. Volunteers are needed to review applications. Please respond to Jill by email at <a href="mailto:jillmkstewart@gmail.com">jillmkstewart@gmail.com</a> or Cathy by email at <a href="mailto:cathy.stmichel@ramseycounty.us">cathy.stmichel@ramseycounty.us</a> if you are able to serve on the review team. The team will meet the week of February 12. Three members are due to renew their terms on this committee. Anne will contact the new mayor and follow up with members whose terms are up for renewal. Members are asked to consider topics for next year's meetings.

Minutes taken by: Cathy St. Michel

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

**Upcoming meetings:**

February 1, 2018, SHIP Community Leadership Team/ Community Health Improvement Plan (CHIP) Action Team

March 1, 2018, Community Health Services Advisory Committee