

**Saint Paul – Ramsey County Statewide Health Improvement Program (SHIP) Community Leadership Team  
Community Health Improvement Plan (CHIP) Action Team**

**Meeting Minutes  
February 7, 2018**

**Members Present/Representation**

Joseph Adamji | Co District 5  
Eugene Nichols | County at Large  
Jill Stewart, Chair | County at Large  
Amy Harding | County at Large  
Amy Lafrance | County at Large  
Christine Iserman | County at Large  
David Muhovich | Mayor Appt  
Kerri-Elizabeth Sawyer | Mayor Appt  
Maria Sundaram | Mayor Appt  
Deanna Varner, Chair | HealthPartners  
Heather Peterson | Allina Health  
Joan Pennington | HealthEast  
Cristina Flood | St. Mary's Health Clinics  
Laura Perdue

SPRCPH Staff:

Joel McCullough | Medical Director  
Kathy Hedin | Healthy Communities Division Manager  
Carissa Glatt | SHIP Grant Coordinator  
Ann Tranvik | Public Health Nurse  
Pa Shasky | Health Educator  
Kari Baha | Health Educator  
William Moore | Health Educator  
Cathy St. Michel | Administrative Support

Guests:

Betsy Christensen | Saint Paul Public Housing Agency  
Lindsey Williams | Community Education Liaison, Lifesource  
Mao Vang | Student, Century College  
Mai Xiong | Student, Century College  
Kelsi Ivey | Student, Century College  
Amanda Gyspers | Student, Century College  
Yer Xiong | Student, Century College  
Noel Korpela | Student, Makato State University

The meeting was called to Order at 5:30 pm by Deanna Varner, Co-Chair. Everyone was welcomed to the meeting and introductions were made.

A motion was made by David Muhovich and seconded by Joan Pennington to approve the minutes as written from the November 1, 2017 meeting. The motion was passed by affirmation of the committee.

Agenda item:	Speaker/Discussion:
Public Housing Presentation, Betsy Christensen (Health Educator), Saint Paul Public Housing Agency and Ann Tranvik (Public Health Nurse), Saint Paul – Ramsey County Public Health	Betsy distributed a copy of Public Housing Agency (PHA) Wellness Highlights. This annual publication is presented to the high-rise leadership team. PHA Community Gardens and the Garden Mentor Program were featured in the highlights. Gardens were sponsored by Ramsey County Master Gardeners Program (RCMG). Two high-rise sites now have raised beds that are wheelchair accessible, and all 20 PHA sites have gardens funded by PHA. RCMG created a new model in 2016 called the Garden Mentor Program. This program is a shortened version of the curriculum taught by the Minnesota Landscape Arboretum (MLA), is offered free-of-charge and taught by the RCMG. New this year, the work is expanding to include the Dispute Resolution Center to teach garden mentors conflict resolution techniques. Garden mentors are a key link into the community. Mentors know how to get in touch with RCMG and the internet to maintain the gardens. Mentors liked learning how to handle conflict resolution and learning about dirt. The University of Minnesota extension is looking at this program as a model to use across the state. There are few costs except for the t-shirts for those who complete the course. Staff time is volunteer. Its success is

	<p>a result of combining resources and expanding as we go forward for residents to take control and grow their own food.</p> <p>Residents love the new programs with Saint Paul – Connecting to Nature and the Park Ambassador program. Barriers to parks have been removed and people of all ages loved the scavenger hunt event that attracted folks from high-rises and houses, in strollers and seniors. Another popular event was the Minnesota Dragonfly Festival. Betsy worked with More Empowerment to engage the immigrant population. The city sponsored many different events at several locations.</p> <p>Minnesota Department of Natural Resources (MN DNR) sponsored a 10-mile bike ride. All participants completed the entire route and had a great time. People earned a bike by attending five events.</p> <p>Saint Paul hopes to do more events this year. Funds were allocated to host the Park Ambassador program again this year, and are hoping to host events at state parks in addition to city parks. MN DNR is also interested in offering job skills training.</p> <p>In order to attend the Dragonfly Festival families rode the bus a half mile because there was no sidewalk. Saint Paul is hoping to construct a sidewalk on that section of Jackson in the next year and increase pedestrian safety.</p> <p>PHA partnered with the Saint Paul Police Department and the City of Saint Paul to host two projects near the Ravoux high rise that would improve pedestrian safety. Residents must cross six lanes of traffic to reach the bus stop located across the street from the high rise. PHA raised funds to improve crosswalk safety at the Ravoux and Marion intersection and the Ravoux and Fuller intersection. A video and photo of the project will be posted on the Statewide Health Improvement Partnership FaceBook page. A resident sent in a statement that was very touching about the positive effect the improved crosswalk had for residents and how individuals can make a difference. Members were encouraged to contact the Metro Transit if they wish to suggest that the bus change its route to pick up residents in front of the high rise instead of across the street.</p> <p>To volunteer for PHA events, contact Betsy at <a href="mailto:besty.christensen@stpha.org">besty.christensen@stpha.org</a>. To volunteer for other city events, contact Carissa at <a href="mailto:carissa.glatt@ramseycounty.us">carissa.glatt@ramseycounty.us</a>.</p>
<p>Statewide Health Improvement Partnership (SHIP) Updates, Carissa Glatt (SHIP Grant Coordinator), Saint Paul – Ramsey County Public Health</p>	<p>Carissa distributed several documents:</p> <p>A one-page overview of Statewide Health Improvement Partnership (SHIP) highlights from September 2016 – August 2017, which shows SHIP work in the schools and partners with healthy eating.</p> <p>Community Mini-Grants shows mini-grants recipients. Over \$54,000 was awarded to local organizations through mini-grants. Mini-grants are very effective at creating networks and making stronger partnerships to encourage healthy eating and active living.</p> <p>Discussion ensued around pedestrian safety and crosswalks, and members were encouraged to call the Saint Paul city planners about road concerns.</p>
<p>Institute for Clinical Systems Improvement Health Care Update, Pa Shasky (Health Educator), Saint Paul – Ramsey County Public Health</p>	<p>Pa gave an update on work in Statewide Health Improvement Partnership (SHIP) year ending in October 2017. Some highlights include:</p> <p>The Institute for Clinical Systems Improvement (ICSI) is a consortium that started 20 years ago when clinical systems connected with the goal of providing consistent and standard care to patients. ICSI partnered with SHIP to see which Ramsey County</p>

	<p>communities were experiencing disparities. African Americans are prone to heart disease and other chronic diseases, and this fact guided the development of a culturally-sensitive patient handout for the community. The committee convened in September 2016 to create a handout that is evidence-informed and could be used as a conversation tool to ask guiding questions. There are several sections to the handout that cover topics such as disparities, healthy eating, a My Plate guide, preparation tips for meals, healthy movement, tobacco cessation, space to journal, and a resource page with phone apps, social media, internet and community resources. The handout was completed in May 2017. Open Cities Medical Clinic piloted the handout in September. They agreed to use it for two weeks or 50 handouts and document the pilot process. The clinicians did not always remember to use it, but when they did the patients were happy to talk about it and use it. The Open Cities clinicians all recommended the handouts to other clinicians.</p> <p>Members were asked for suggestions of how to pilot with other clinics that serve African American patients and how to move forward with the handout as a conversation tool. Pa is meeting with Open Cities again to provide the PDF version of the handout. Pa is open to piloting at both specialist clinics and primary-care clinics. Members suggested that the handout would be a good tool at the Health Start clinics that are sponsored by West Side Clinics, within faith communities, in Community Centers such as the Eastside YMCA and Rice Recreation Center, and Stair Step Foundation’s African American Parish Nurse program called There Is a Balm. Pa will connect with the committee one more time to go over the post-survey results. If clinicians want the handout they can request 100 paper copies and after that use the PDF.</p> <p>A Baby Café was added to the health incentive this year to support prenatal women and babies. Women, Infants and Children (WIC) donated staff time to staff it. SHIP will promote it and purchase supplies. Baby Café will have multiple locations, and they are anticipating one weekend a month at each site. The café will offer lactation support services in the evening for working moms. April 1 is the tentative start date, with a grand opening event anticipated in August.</p> <p>Public health departments are becoming breastfeeding-friendly. There are three levels – bronze, silver and gold – based on how many of the ten steps they complete. Members were asked to suggest how to promote the Baby Café and the ten-step breastfeeding-friendly health departments, and partners who would benefit from these programs.</p>
<p>Co-Chair Elections Charge Update and Vote Review Dates of Community Leadership Team Meetings in 2018 Future Meeting Topics</p>	<p>Deanna reviewed the Charge for the Community Leadership Team (CLT). The Charge needs to reflect accurate information on the member roster. Please review the roster and email any updates to Cathy St. Michel at <a href="mailto:cathy.stmichel@ramseycounty.us">cathy.stmichel@ramseycounty.us</a> or Carissa at <a href="mailto:carissa.glatt@ramseycounty.us">carissa.glatt@ramseycounty.us</a>. We are hoping that you want to join and commit to a core membership team that will represent underserved communities, create community partnerships, and advance Statewide Health Improvement Partnership goals. Motion was made by Jill Stewart to accept the Charge and Eugene Nichols seconded. Motion was passed by affirmation of the committee.</p> <p>The two co-chairs are both stepping down, so the CLT is looking for member(s) to serve as chair/co-chairs. Deanna described the role and duties of the chair. Eugene Nichols and Heather Peterson offered to be co-chairs. Amy Harding made a motion</p>

	<p>to accept Eugene and Heather as co-chairs, and Joseph Adamji seconded. Motion was passed by affirmation of the committee.</p> <p>Members were asked to suggest topics for 2018 meetings:</p> <ul style="list-style-type: none"> <li>• Connection to the state and legislature and listening to the governor’s office.</li> <li>• All communities would benefit from knowing more about diseases and immunization.</li> <li>• Mental Health updates from Mental Health Action Team.</li> <li>• How can the CLT help Dr. Joel McCullough as the Medical Director to better serve the community? Joel will bring answers to a future meeting.</li> <li>• Connect with all four community advisory groups to see what we are all working on, how we overlap and how we can help each other.</li> <li>• How to be involved in community conversations for the Community Health Assessment (CHA). Kathy Hedin has postcards available with information on how to take the survey to provide input to the CHA. The survey team will come to your event and promote the survey. The survey team will return to the community with the results after the CHA is published.</li> </ul>
<p>Overview of Community Leadership Team Survey from Minnesota Department of Health Small Group Discussion, Carissa Glatt (SHIP Grant Coordinator), Saint Paul – Ramsey County Public Health</p>	<p>Last year members took a survey from the state. Not enough people took the survey to make the results anonymous. Carissa presented some data on Community Leadership Teams (CLTs) and facilitated small group discussions in pairs. Members were asked: ‘How do you think the CLT has an impact on the implementation of Statewide Health Improvement Partnership (SHIP) work? What can we do to increase the impact of the CLT?’</p> <p>Some responses were:</p> <p>Referencing conversations here and be able to access networks to further SHIP work and get the word out quickly. Also administering grants and who gets SHIP funds. Mini-grants have a big impact and put more money into the community in creative ways. Could be more helpful by hearing more from the community about what we can do for them.</p> <p>Grateful for networking connections within the CLT and that members know who to contact to move projects forward.</p> <p>We have been provided lots of opportunities to engage and stretch.</p> <p>The CLT feels a partnership with the Saint Paul – Ramsey County Public Health staff. Members feel like staff listens and that they have a part in decision making. CLT feels Influential in advancing community engagement.</p> <p>Ramsey County is seen as a model CLT, and we are influential with state legislators as they are seeing how effective we are as a group. Members can decide if they want to take a bigger role and get training.</p> <p>Suggested that we get news out among the committee between quarterly meetings by sending out bullet points of success to celebrate or events to attend.</p>
<p>Announcements and Updates</p>	<p>Feel free to take a Power Up magazine. These are given to grade school students as a challenge to eat more vegetables.</p>

Minutes taken by: Cathy St. Michel

Motion to adjourn at 7:30 p.m. passed by affirmation of the committee.

**Upcoming meetings:** March 7, 2018, Community Health Services Advisory Committee

April 4, 2018, Community Health Services Advisory Committee

May 2, 2018, SHIP Community Leadership Team/ Community Health Improvement Plan (CHIP) Action Team