

**Saint Paul – Ramsey County Statewide Health Improvement Program (SHIP)
Community Leadership Team
Summary Meeting Minutes
November 4, 2015**

Members Present /Representation

Tom Kottke
Michelle Lichtig
Eugene Nichols
Caitlyn Nystedt
Maridee Bain
Jill Stewart
Mee Cheng
Madonna McDermott
David Muhovich
Regina Rippel
Kerri-Elizabeth Sawyer
Mary Yackley
Heather Peterson
Katie Rojas-Jahn
Joan Pennington
Janelle Clepper (New)
Dawn Epps-Burns (New)
Julia Hupperts (New)
DeDee Varner
Joseph Adamji (New)

Staff and Guests:

Rina McManus
Donald Gault
Jaya Ginter
Kathy Hedin
Evalyn Carbrey
Jocelyn Ancheta
Ann Dwyer Tranvik
Georgie Kabeto
Samuel Nwanekpe
Cyarra Swanson
Joanne Usher

The meeting was called to Order at 5:30 by Chairperson Tom Kottke. Everyone was welcomed to the meeting and introductions were made.

A motion was made and seconded to approve minutes from the August 5, 2015 SHIP/CLT meeting.

Agenda Item:	
Welcome and Introductions <ul style="list-style-type: none"> • New Members 	Tom Kottke, MD introduced all new members and welcomed them to the SHIP/Community Leadership Team.
SHIP 4 Updates: <ul style="list-style-type: none"> • Workplans approved by MDH • Hmong ICSI guidelines and Latino Community Action Plan complete • MDH recommended CLT roles Volunteers needed for Free Bikes for Kids/Saint Paul Public Housing Agency Jaya Davis (SHIP Coordinator), Donald Gault (Healthy Communities Division Manager), Saint Paul – Ramsey County Public Health	For the benefit of the new members, the purpose of the SHIP/CLT and the work that they are doing was explained. A few updates were provided regarding some of the work that is currently taking place within the Statewide Health Improvement Program: <ul style="list-style-type: none"> • The work plans submitted by Saint Paul Ramsey County Public Health SHIP team have been approved by Minnesota Department of Health (MDH) with a few minor changes. Contracts with community partnerships are currently being finalized. • The workplan included activities to be addressed by the CHIP-Goal 2 Action Team.

	<ul style="list-style-type: none"> • ICSI creates best practice guidelines for practitioners. In partnership with Mao Thao and the Hmong Healthcare Professionals Coalition, targeted guidelines have been completed. Committee members were sent an invite via email prior to today’s meeting to attend a presentation of the Hmong Healthy Living Guidelines this Friday, November 6th. The department also worked with CLUES on a Latino Community Action Plan. This document has been completed and will be presented at the February 3, 2016 SHIP/CLT meeting. This work will be followed with a phased approach to work with other guidelines. Efforts are underway to identify a group to create a focused African American guideline as well as Native American guidelines over the next few years. • MDH have recommended 5 core roles that the SHIP/CLT can play, Advisor/Decision Maker, Connector/Networker, Articulator, Advocate and Monitor. A handout was provided to members of the committee. <p>Free Bikes for Kids partnered with Saint Paul Public Housing Agency are in line to distribute 400 bikes the first week of December. A sign-up sheet was sent around for anyone interested in volunteering at this event.</p>
<p>CLT Announcements and Updates: MDH Webinar Update – Eugene Nichols</p>	<p>Eugene Nichols attended the webinar on behalf of the CHSAC. The purpose of the webinar was to share messages and gather input from the SHIP committee attendees about SHIP work in the community.</p>
<p>Food Justice broadcast premiere 11/15/2015 at 7:00 pm View and discuss Action Steps</p> <p>Jaya Davis (SHIP Coordinator), Donald Gault (Healthy Communities Division Manager), Saint Paul – Ramsey County Public Health</p>	<p>Food Justice is a Twin Cities PBS Production that introduces you to people experiencing homelessness and food insecurity. Committee members were encouraged to watch the show which will premiere on TPT MN Channel, November 15, 2015 at 7:00 pm. Following the show, everyone participated in a small group activity to discuss the show. Noted was:</p> <ul style="list-style-type: none"> • Sadness over the amount of food insecurity • Potential for healthier foods • Emphasis is on healthier foods • Opportunity for ways to help and create partnerships • Help is needed beyond inner city areas • Heightens/encourages volunteer work • Increased awareness of the number of available resources <p>The show will be available on DVD with educational materials by the end of 2015 and will also be distributed to food shelves, meal programs, food banks and other interested partners. Anyone interested in hosting a show should contact Jaya Davis at jaya.davis@co.ramsey.mn.us. The DVD will also be distributed to food shelves.</p>

Minutes taken by: Kaye Ward

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

Next meeting: CHSAC – December, 2 2015
CHSAC – January 6, 2016
SHIP Community Leadership Team – February 3, 2016