

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

**Meeting Minutes**

**May 4, 2016**

**Members Present/Representation**

Amy Harding | County at Large  
David Nielsen | County at Large  
DeDee Varner | HealthPartners  
Heather Peterson | Allina Health  
Jill Stewart | County at Large  
Kerri-Elizabeth Sawyer | City of Saint Paul  
Mary Yackley | City of Saint Paul  
Mee Cheng | City of Saint Paul  
Tom Kottke M.D. | City of Saint Paul

**SPRCPH Staff:**

Ann Tranvik | PHN  
Carissa Glatt | Health Educator  
Cheryl Armstrong | Policy Analyst  
Jaya Davis | SHIP Coordinator  
Jocelyn Ancheta | Planning Manager  
Kathy Hedin | Healthy Communities Division Manager  
Kaye Ward | Administration Support  
Kim Klose | Planner, Healthy Communities Division  
Pa Shasky | Health Educator  
Rina McManus | Director

**Guests:**

Audrey Hansen, Health Care Consultant | Institute for  
Clinical Systems Improvement  
Betsy Christensen | SHIP Grant Coordinator, St. Paul  
Public Housing Agency  
Lisa Thompson, President | Child Care Providers  
Together  
Va Yang | Blue Cross Blue Shield  
Yen Tran, PHA Garden Coordinator | St. Paul Public  
Housing Agency

The meeting was called to Order at 5:30 pm by DeDee Varner. Everyone was welcomed to the meeting and introductions were made.

Rina introduced DeDee Varner as the new chair of the SHIP Community Leadership Team (CLT) and CHIP Goal 2 Action Team. Through analysis of team structure, it was realized that a lot of work has been combined under one umbrella with one chair. The Community Health Services Advisory Committee (CHSAC) with additional community partner representatives, has been serving as the SHIP Community Leadership Team and Community Health Improvement Plan Action Team for Goal 2. To clarify and identify each unique role and team purpose, a new chairperson has been appointed for the SHIP CLT/CHIP Action Team. Regina Rippel will remain as the chair of the CHSAC.

Kathy Hedin was introduced as the new manager for Healthy Communities Division.

Tom Kottke made a motion to approve the February 3, 2016 minutes as written. The motion was seconded by Jill Stewart and passed by affirmation of the committee.

| Agenda item:   | Speaker/Discussion:  |
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| <p>SHIP 4 Business:</p> <ul style="list-style-type: none"> <li>Workplans and contract renewals timeline</li> </ul> <p>Jaya Davis (SHIP Coordinator), Saint Paul - Ramsey County Public Health</p><br><ul style="list-style-type: none"> <li>Presentation on Hmong ICSI Healthy Lifestyle Guidelines – Final report</li> </ul> <p>Audrey Hansen (Health Care Consultant), Institute for Clinical Systems Improvement, Pa Shasky (Health Educator), Saint Paul Ramsey County Public Health</p> | <p>Jaya provided members with an update on SHIP 4 workplans, noting that all contracts are now in place with the last one awarded to American Lung Association with a start date of May 1, 2016. Work has commenced on draft work plans for year 2. Jaya introduced Kim Klose, Planning Specialist, Saint Paul – Ramsey County Public Health. Kim is working with the Healthy Communities Division, specifically with the SHIP Team.</p> <p>Pa and Audrey gave a presentation on the Hmong Institute for Clinical Systems Improvement (ICSI) Healthy Lifestyle Guidelines (see attached PowerPoint). Members were provided with a copy of the final 'Culturally Informed Clinical Practices for Healthy Hmong Lifestyles' book. The document is about culturally appropriate best practices for clinic staff to promote healthy lifestyles for Hmong families in Minnesota and is based on the Institute for Clinical Systems Improvement (ICSI) 2013 Healthy Lifestyles Guidelines. The four focus areas are of the Healthy Hmong Lifestyles document are:</p> <ul style="list-style-type: none"> <li>Healthy weight</li> <li>Healthy nutrition</li> <li>Physical activity</li> <li>Tobacco cessation and prevention</li> </ul> <p>The completed document is available via the Ramsey County Website <a href="http://www.ramseycounty.us/residents/health-medical/public-health-initiatives/statewide-health-improvement-program-ship">www.ramseycounty.us/residents/health-medical/public-health-initiatives/statewide-health-improvement-program-ship</a> under SHIP strategies: Health care connections.</p> <p>For additional information please contact Pa Shasky at <a href="mailto:pa.shasky@co.ramsey.mn.us">pa.shasky@co.ramsey.mn.us</a>.</p> |
| <ul style="list-style-type: none"> <li>Childcare strategy</li> </ul> <p>Lisa Thompson (President), Child Care Providers Together, Pa Shasky (Health Educator), Saint Paul Ramsey County Public Health</p>  | <p>Child Care Providers Together with support from Saint Paul – Ramsey County Public Health have expanded their outreach in family childcare. SHIP training is provided (ongoing) for licensed child care providers in areas such as breastfeeding, healthy eating, and physical activity and comply with Ramsey County licensing requirements to help meet continuing education credits. Monthly newsletters are sent to licensed providers (sample handed to committee members) for themselves and the families that they serve. By working with SPRCPH, they have been able to develop a Policy Statement to be used by the providers in the community. The response has been exciting, and many childcare providers are</p>  |

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| <ul style="list-style-type: none"> <li>Public Housing Healthy Eating, Garden Video, and Physical Activity Strategies - Yen Tran (PHA Garden Coordinator), St. Paul Public Housing Agency, Betsy Christensen (SHIP Grant Coordinator), St. Paul Public Housing Agency, Ann Tranvik (Public Health Nurse), Saint Paul Ramsey County Public Health</li> </ul> | <p>working with Pa to create opportunities for balancing healthy lifestyles.</p> <p>Betsy Christensen gave an overview of the work that Saint Paul Public Housing Agency have been doing (see attached PowerPoint) through the SHIP funding. Saint Paul – Ramsey County Public Health (SPRCPH) SHIP team (Betsy and Ann) have been in partnership with PHA residents since 2012 and have helped the agency to restructure and better support the work that is happening. Highlighted during the discussion were some of the Active Living and Healthy Eating Initiatives:</p> <ul style="list-style-type: none"> <li>Free Bikes 4 Kidz</li> <li>Walk with a Doc community events with Allina Health</li> <li>Nice Ride Neighborhood adult orange bicycle program</li> <li>Twin Cities Mobile Market connections</li> <li>Wheelchair accessible raised bed gardens</li> <li>Cooking &amp; Nutrition classes, connection with Extension</li> <li>On-site farmers markets</li> </ul> <p>Yen Tran, PHA Garden Coordinator talked about the “Make It Bloom” community gardens project between St. Paul Public Housing Agency, our residents and partners: Conservation Corps of Minnesota &amp; Iowa, Gardening Matters, Ramsey County Master Gardener Program of UMN-Extension, St. Paul-Ramsey County Public Health and The Statewide Health Improvement Program (SHIP), MDH. The gardens were introduced to encourage residents to be physically active and also provides access to healthy foods. The video can be found at <a href="#">Make It Bloom: Community Gardens</a></p> |
| <p>Community Health Improvement Plan (CHIP) Action Team:</p> <ul style="list-style-type: none"> <li>Review of CHIP 2015 Year End Report Review and discussion of proposed revisions</li> </ul> <p>Rina McManus, Director, Saint Paul Ramsey County Public Health</p>   | <p>Rina introduced the CHIP 2015 Year End Annual Report which was sent to members prior to this meeting. As information was being gathered and put together for this report, it was clear that there was a lack of alignment with the strategies for Goal 2 in the Community Health Improvement Plan that was created in 2013. In developing the CHIP, the CHIP committee determined that Goal 2 be reflective of and aligned with SHIP strategies. The 2015 Year End Report suggests a need to revise Goal 2 objectives and strategies and make amendments to ensure better alignment with SHIP strategies.</p> <p>Discussion ensued and agreement was reached to make the following revisions::</p> <ul style="list-style-type: none"> <li>Add the topic of reducing tobacco and second hand smoke</li> <li>Remove the strategies related to decreasing obesity rates in youth and adults and instead only have increasing physical activity and healthy eating (as these 2 activities lead to a</li> </ul>   |

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|                 | <p>reduction in obesity, including obesity reduction itself as a strategy is considered redundant)</p> <ul style="list-style-type: none"> <li>• Change the title of the Nutrition, Weight and Active Living Action Team to include Tobacco Reduction</li> <li>• Include updated percentages in the strategies</li> <li>• Use the word servings when talking about eating more fruits to stay in the spirit of what we are trying to do, rather than adopt the language used in the MN student surveys as the number of fruits and vegetable is taken too literally</li> <li>• Flavored and menthol tobacco is not included in the strategies related to tobacco. If we include tobacco reduction we should make it a point to include reducing the use of flavored tobacco and e-cigarettes</li> <li>• Expand upon working with only Saint Paul Public Housing and include language for strategies in all affordable housing</li> <li>• Add strategies to mention reducing the use of menthol cigarettes as they are believed to be the gateway to smoking tobacco in adulthood</li> <li>• Under Objective 6, add strategy c working with community organizations to reduce menthol products being marketed highly in the African American community</li> <li>• Remove redundant objectives</li> <li>• Look at the use of media and how we communicate, what are the mechanisms to educate and communicate</li> </ul> <p>Tom Kottke made a motion to approve the recommended revisions presented and have staff utilize the most appropriate language and update the CHIP Goal 2 Action Team’s objectives and strategies related to healthy eating, active living, and tobacco reduction. The motion was seconded by Mee Cheng and Mary Yackley and passed by affirmation of the committee.</p> |
| Open Discussion | <ul style="list-style-type: none"> <li>• The Ramsey County Board of Commissioners proclaimed May as Mental Health Awareness Month</li> <li>• Tom Kottke suggested that we consider changing the proclamation next year to Mental Health Action instead of Awareness. Members agreed there is a need for a change to the messaging as attention spans are shallow and people have a need for quick access to information</li> <li>• Launching this summer, there will be a Minnesota Mental Health Line for smart phones</li> <li>• Tom suggested that all youth should attend gun safety training even if the family’s do not own a firearm</li> </ul>  |

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|  | <ul style="list-style-type: none"><li>• The Center for Community Health representatives and Public Health have identified the mental health and wellbeing is a serious concern in the metro area</li><li>• Make It OK.org cards with talking tips were handed to members</li><li>• Bounce Back Public Health Presents is an upcoming community project to improve health and happiness. The event is open to community partners and colleagues. A flyer will be sent to the committee members providing details as sign up is required.</li><li>• HealthPartners trained 7 new ambassadors to tailor to the needs of African Americans</li><li>• May is also Hepatitis awareness month and ECHO have created flyers in 7 different languages</li><li>• Today was Walk and Bike to School Day. 15 schools participated with volunteers to keep kids safe at busy intersections, 4 schools did a bus drop and walk</li><li>• Tom announced that the Saint Paul City Council have approved the bike plan</li><li>• Copies of the final Latino Community Action Plan were placed on the table for members to collect on their way out</li></ul> |
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Minutes taken by: Kaye Ward

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

**Next meeting:** November 2, 2016 SHIP Community Leadership Team/ Community Health Improvement Plan (CHIP) Goal 2 Action Team