



HSC 2020 Leadership Council Meeting Minutes


*Mission: To improve the health of the people of Sheboygan County leading to a community with
“Everyone Living Better, Longer”*

DATE:	Monday, March 28, 2016 3:00-4:30 p.m.	AT:	Health and Human Services, 1011 North 8 th Street, Sheboygan, Room 372
PRESIDING:	Jean Beinemann	PRESENT:	Angela Lammers, Ann Bachrach, Heidi Selberg, Jane Jensen, Jean Beinemann, Jean Pittner, Joseph Sheehan, Jon Doll, Karlyn Raddatz, Kate Baer, Kelly Boeldt, Kristin Blanchard, Libby Holte, Mary Paluchniak, Shannon Wanek, Suzan Thiel, Thomas Eggebrecht, Thomas Malmstadt
RECORDER:	Angela Lammers	EXCUSED:	Amy Betke, MaryAdele Revoy
NEXT MEETING:	April 25, 2016 3:00-4:00 p.m.	INVITED GUESTS:	Kristine Kath, Prevea Health

ITEM	DISCUSSION/CONCLUSION/RECOMMENDATIONS	ACTIONS
Call to Order, Welcome and Introductions	Call to order at 3:03 p.m. Jean Beinemann introduced Dr. Joseph Sheehan, Superintendent of Sheboygan Area School District. Kelly Boeldt introduced guest Kristine Kath from Prevea Health.	
Additions to agenda	None	
Correspondence	Jean received an email from MaryAdele Revoy on 2/29 indicating that she will be out of the county until mid-April and that efforts to identify new co-chair of Heroin subcommittee should be initiated. . Jean received 3/18 notice from Todd Kronberg indicating that he wishes to resign from the role as co-chair of Heroin Subcommittee, allowing him to focus his energies on subcommittee activities specific to education, drug drop off and Plymouth area activities. .	New leadership of Heroin Sub-committee is needed. Libby/Sue facilitated March meeting.
Secretary’s Report - Angela	http://www.healthysheboygancounty.org/assets/Uploads/Steering-Committee/Steering-Committee-Minutes/HSC-2020-Leadership-Minutes-February-22-2016.pdf There were no additions/corrections to the minutes from 2/22/16.	Motion to approve: Suzan Thiel Seconded: Jon Doll Minutes accepted and approved.
Treasurer’s Report – Shannon W.	Shannon Wanek reported a balance of \$3767.72. \$400 was received for HSC member Libby Holte’s participation at regional AWY meetings. A \$525.25 payment for participant t-shirts for Employee Health and Fitness	Motion to approve: Tom Eggebrecht Seconded: Mary Paluchniak Treasurer’s report accepted and

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	Day via the SCAN committee was incurred. The cost of the T-Shirt will be reimbursed by participants.	approved.
<p>Strengthening HSC 2020 Fiscal Policy/Reporting --Possible use of Fiscal Agent</p>	<p>In follow-up to previous meeting discussions and in preparation for today's discussion, Ann successfully gained the assistance of Pam Ott, Vice President of Finance at ASMMC and AMG in Sheboygan/Calumet Counties to identify strategies designed to strengthen Coalition's accounting practices.</p> <p>It was recommended that pursuing a fiscal agent would be appropriate regardless of whether the Coalition were to consider 501c3 status in the future.</p> <p>Following group discussion, a consensus was reached to strengthen accounting practices through the use of a fiscal agent. Members reviewed the provided handout "Fiscal Agent Considerations" (attached) and concurred with considerations with the following changes: committee should acknowledge donor contributions/gifts instead of the fiscal agent, may not require separate bank accounts for the different subgroups as separate line items may be enough, and the committee would be responsible for the preparation of the annual budget. Recommend establishment of a 3 year contract to allow for re-evaluation/possible change as needed and that fiscal agent participate on the Leadership Council. Questions about how direct donations and in kind donations should be handled will require future attention.</p> <p>Kelly Boeldt stated the YMCA has offered to temporarily house accounts for the Well County Project. Ideally, fiscal agent would be in place prior to Well County CEO Breakfast on June 8th, 2016.</p> <p>Kelly agreed to confer with Donna at YMCA to determine whether YMCA would be willing to act as fiscal agent for the HSC 2020 treasury in its entirety. Shannon will assist Kelly as needed. In the event that YMCA is unable to assume fiscal agent duties, they will contact SCIO and United Way as potential fiscal agents and report progress at next Leadership Council meeting.</p>	<p>Kelly Boeldt and Shannon Wanek will contact the following to identify an entity willing to act as fiscal agent in the order stated 1) YMCA, 2) SCIO, and 3) United Way.</p>
<p>Authorization of Request for Financial Assistance - SCAN</p>	<p>SCAN Committee requested approval to purchase two \$50.00 Chamber</p>	<p>Group consensus obtained.</p>

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	Bucks to be awarded as an incentive for businesses to be active participants in Employee Health and Fitness Day events.	
Sustainability and Succession Planning Jean and Council (<i>HSC2020 Leadership Development/Succession Planning</i>)	<p>Jean addressed the fact that the scope of HSC 2020 work has grown as implementation of the 2015-2017 CHIP with a focus on community change. In an effort to strengthen the leadership and success of the Leadership Council, it is recommended to return to a co-chair structure with one chair being from Public Health and one from another agency from the current chair and vice chair structure. Discussion was also held regarding how long a chair or co-chair should serve how to stagger changes in co-chairs, and keeping the 3 year CHIP cycle in mind when determining these. Libby Holte and Kristin Blanchard volunteered to assume role of co-chairs this summer when Jean retires.</p> <p>New chairs will be needed for the SBIRT subcommittee, as Kristin and Libby currently fill these positions.</p>	<p>Motion to approve change to a co-chair structure: Karlyn Raddatz Seconded: Kate Baer</p> <p>One co-chair will always be from Public Health and one will always be from an at-large (not Health and Human Services) agency. Co-chairs will be chosen from existing Leadership Council members.</p>
Well County – Kelly (<i>Spread/Integrate Well County Initiatives</i>)	<p>Invites will be sent out for the CEO Breakfast within the next two weeks. Event will be held 6/8/16 at Maywood.</p> <p>A few more businesses are still needed to join the Well County Initiative.</p>	Informational.
Heroin Update -Data Collection and current challenges – Mary, Libby, Sue (<i>Strategic Planning, Implementation, Data Collection/Analysis, evaluation</i>)	Efforts to identify Heroin Subcommittee chair/co-chair(s) will be needed per MaryAdele and Todd wishes. The scope of the Heroin issue is broad, requiring a coordinated approach. In an effort to foster coordination, the subcommittee is taking a pillar approach with Pillar captains assuming coordination of specific areas of work (i.e. education, risk-reduction, etc.), thus making role of the committee chair/co-chair more manageable.	Discussion will continue Heroin Subcommittee level.
Questions/Feedback from Leadership Council re: CHC minutes (<i>Strategic Planning, Implementation, Data Collection/Analysis, evaluation</i>) – See links-->	<p>Heroin: http://healthysheboygancounty.org/assets/Uploads/AODA/Minutes/Heroi n-Subcte-March-9-2016-Minutes.pdf</p> <p>Stigma: http://healthysheboygancounty.org/assets/Uploads/AODA/Minutes/MHSA -Stigma-Committee-Minutes-3-3-2016.pdf</p> <p>SCAN: http://healthysheboygancounty.org/assets/Uploads/SCAN/Minutes/SCAN-Meeting-Minutes-2-16-16.pdf</p>	<p>SBIRT: http://healthysheboygancounty.org/assets/Uploads/AODA/Minutes/03-16-2016-HSC2020-SBIRT-Meeting-Minutes.pdf</p> <p>Mental Health-Substance Abuse: http://healthysheboygancounty.org/assets/Uploads/AODA/Minutes/March-16-2016-Minutes-HSC2020-MHSA-Full-Committee.pdf</p>
Check Out/Agency Sharing - All	A document from SAMSHA regarding components of an effective coalition	

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	<p>was shared for group consideration and future discussion. See attached</p>  <p>Components of an Effective Coalition.pdf</p>	
<p>Next Meeting – Monday, April 25, 2016 3:00 to 4:00 p.m. – Agenda items</p>	<p>Will meet on 4/25/16 to continue topics related to succession planning and pursuit of fiscal agent.</p>	<p>Meeting will be held from 3-4 p.m.</p>
<p>Adjournment</p>	<p>Meeting adjourned at 4:34 p.m.</p>	