



## HSC 2020 Leadership Council Meeting


# Minutes August 22<sup>nd</sup> 2016

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

<b>DATE:</b>	Monday, August 22 <sup>nd</sup> , 2016 3:00-4:30 p.m.	<b>AT:</b>	Health and Human Services, 1011 North 8 <sup>th</sup> Street, Sheboygan, Room 372
<b>PRESIDING:</b>	Kristin Blanchard Stearns and Libby Holte	<b>PRESENT:</b>	Amy Betke, Angela Lammers, Ann Bachrach, Elizabeth Scheelk, Heidi Selberg, Jane Jensen, Jean Pittner, Libby Holte, Mary Paluchniak, Shannon Wanek, Thomas Malmstadt
		<b>EXCUSED:</b>	Kristin Blanchard Stearns
<b>RECORDER:</b>	Angela Lammers		
<b>NEXT MEETING:</b>	Monday, September 26 <sup>th</sup> , 2016 3:00-4:30 p.m.	<b>INVITED GUESTS:</b>	

ITEM	DISCUSSION/CONCLUSION/RECOMMENDATIONS	ACTIONS
Call to Order, Welcome and Introductions	Call to order at 3:08 p.m.	
Additions to agenda	None.	
Correspondence	Kate Baer had her baby. There has been no word on additional people that were invited or on people that should be invited to attend.	
Secretary's Report - Angela See link to minutes -->	<a href="http://healthysheboygancounty.org/committees/steering-committee/leadership-council-minutes/">http://healthysheboygancounty.org/committees/steering-committee/leadership-council-minutes/</a>	Approved.
Treasurer's Report – Shannon W.	Current balance is \$4,566.48. This includes the deposit of t-shirt money from SCAN.	Informational
Sustainability and Leadership Council Development	Reviewed and discussed contents of Welcome Packet. It was discussed that the acronyms should be spelled out to improve clarity. Also discussed was including generic letters from the Leadership Council chairs as well as the subcommittee chairs. The letters could explain the committees, invite readers to join the committees, and encourage them to invite others that may be interested. The diagram of the focus areas was discussed as being confusing. On the Leadership Council Overview, the Website/Media Release/Outreach Coordinator will be Jenny Vorpagel from Public Health. The explanation for the co-chairs will be expanded to include that one co-chair will always be from HHS and one will always be from outside of the agency. Making similar overviews for the subcommittees as well as	The co-chairs of the Leadership Council and the subcommittees will develop generic letters to be included in the Welcome Packet, to be shared at the next meeting.  HSC 2020 focus areas diagram will be left out of the packet.  Co-chairs were asked to make

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	<p>fiscal agent responsibilities was discussed. Also discussed was possibly including a list of organizations currently involved in HSC 2020.</p> <p>The annual update meeting was discussed and will be in the beginning of 2017, possibly the first week of January. Members are asked to think of people in their organizations that should be invited and to have these names for the next meeting in order to get invitations out early enough.</p>	<p>overviews for their committees before the next meeting.</p> <p>Members should bring names of people to invite to the annual update to the meeting next month.</p>
Fiscal Procedures Update	<p>Money held for HSC 2020 by Aurora Foundation will be spent down by the end of 2016. Expenditures include SCAN's money being returned, SBIRT has requested funds for upcoming events, and the remainder will go towards the costs for the Community Health Needs Assessment.</p> <p>"Fiscal Procedures" handout was reviewed. The need for tracking funds was discussed, as well as that not all projects will need a fiscal agent of this level. Committees may be asked to do thank you notes to donators instead of having the fiscal agent do it. It was also recommended that guidelines for the committees on how to choose a fiscal agent be developed.</p> <p>Next steps—Develop a small group interested in taking a look at the following:</p> <ul style="list-style-type: none"> <li>• What would we like to track?</li> <li>• How will we track this? Procedures?</li> <li>• Expectations of Treasurer role</li> <li>• Rewrite report</li> </ul>	<p>Kristin will contact Thomas and Heidi to discuss fiscal procedures. This group may also include co-chairs.</p>
Well County Update— Kelly	<p>Kelly is unable to attend meetings due to her new position, but is still the lead for the Well County initiative. The application was submitted at the end of July, and then resubmitted on August 3<sup>rd</sup> with some additional information. They were told that they should have more companies who are members of WELCOA.</p>	<p>Informational</p>
3-6 Month Goals	<p>Discussed getting training on outcomes and measuring success. The current CHIP has many outputs instead of outcomes. Beth will discuss Results Based Accountability Training at the next meeting. Jane is looking at training on simple logic models. Beth is also involved with logic training and recommended getting individualized training to go over what we have done and identify goals vs. outputs.</p>	<p>This will be at the top of next month's agenda.</p> <p>Next CHA meeting is 8/25/16.</p>

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	Minutes from CHA meeting are below:  CHNA Meeting Minutes 7-28-16.docx	
CHIP Goals/Updates from CHC's  See links--->	SBIRT has two upcoming events. The first is with CESA 7 and the Fond du Lac School District on 9/21/16. Invites have been sent out. The second is Dr. Richard Brown on 10/19/16. There is a morning session for committee members and the afternoon session is for providers.  Katie Pruitt will be at the next meeting for the Stigma Subcommittee to talk about Trauma Informed Care.  The SCAN subcommittee's Double Your Bucks program is going well. The biggest day was last Wednesday, 8/17/16.	Informational
Check Out/Agency Sharing - All		
Monday, September 26 <sup>th</sup> , 2016 3:00-4:30 p.m.  Agenda items	Training on goals and measuring success will be discussed.	
Adjournment	The meeting adjourned at 4:40 p.m.	