

**Jefferson County Health Alliance
Steering Committee**

January 13, 2020, 1:30-3:30pm
Jefferson Center
Union Square Health Plaza, 12055 W 2nd Place, Lakewood
1st floor Grey's Peak Conference Room

**MEETING
MINUTES**

Meeting Objectives:

- Finalize indicators
- Review Turn the Curve draft agenda and assign roles for event
- Agree on "Turn the Curve" meeting invite follow up

Attendees: Kelly Kast- Jefferson County Health Alliance, Bill Fulton- Civic Canopy, Chuck Ault- Lutheran Medical Center, Sophie Thomas- CCHA, Cara Hebert -CCHA, Julie Wilken- Jeffco Public Schools, Margaret Huffman- Jefferson County Public Health, Don Bechtold- Jefferson Center, Monica Buhlig-Centura, Mary Berg- Human Services, Lynnae Flora- Human Services, Rosio Ramirez- Jefferson County Health Alliance, Ben Wiederholt- STRIDE, Kiara Kuenzler – Jefferson Center

Time	Activity	Leadership
1:30-1:40	Welcome and Introductions	Kelly
1:40-1:50	<p>Updates</p> <ul style="list-style-type: none"> • Porchlight Event on January 14th – This meeting is a planning meeting and not a Turn the Curve Event. Porchlight is hoping to open in the spring. • Jeffco Connections - Amy was unable to be at the meeting, but sent an email with updates <ul style="list-style-type: none"> ○ Preparing for new yearly funding cycle ○ The Child Welfare committee has officially taken on the role of writing the Child Maltreatment Plan required of all counties within the next 2 years. ○ Local cities are hiring homeless navigators ○ Jeffco Connections anticipates many discussions this year about how to bring a homeless shelter to the county. • Community First Foundation <ul style="list-style-type: none"> ○ The Alliance will present to CFF Community Impact Committee on February 6th to review the foundations of the JCHA collective impact, operationalizing milestones, Turn the Curve, board milestones through 2020, and review of events through funded period. ○ The Alliance will present its Operational Plan to this Committee in April 2020. 	Kelly

<p>1:50-2:05</p>	<p>Governance Committee update</p> <ul style="list-style-type: none"> • The Governance Committee was tasked to design roles, responsibilities and processes for officers <ul style="list-style-type: none"> ○ Suggested positions and responsibilities <ul style="list-style-type: none"> ▪ Chair- run Steering Committee, acts as signatory, takes care of emergency needs between meetings, and represents the Alliance in other partnerships and events such as Metro Health Coalition, Statewide Health Coalitions, internal planning meetings, monthly CFF meetings ▪ The group discussed representation of the Alliance at external meetings could be shared with staff. ▪ Vice Chair- fill in when Chair is unavailable and participate in the planning committee calls ○ Election <ul style="list-style-type: none"> ▪ People are encouraged to submit interest ▪ Nominations are also accepted ▪ Vote to elect persons in with a simple majority of Steering Committee ○ Terms <ul style="list-style-type: none"> ▪ 1 year, with option to be reelected two more times for both chair and vice-chair ○ Vacancies/ Removal <ul style="list-style-type: none"> ▪ Vice Chair fills Chair position; removal from office takes 2/3 vote of Steering Committee ○ Discussion <ul style="list-style-type: none"> ▪ Suggestion to stagger positions to maintain continuity ▪ Vote for process and positions during March Steering Committee. ▪ Send nominations to Kelly (including self-nominations). Kelly will confirm interest with nominees ▪ It was suggested that the new chair not have been part of the Hot Spotting Alliance 	<p>Lynnae</p>
<p>2:05- 2:35</p>	<p>Final Indicator Vetting</p> <ul style="list-style-type: none"> • Reviewed "data committee" recommendations on indicators for Turn the Curve • The group agreed that it preferred that documents be sent as attachments not links or Google Docs • See revised Indicator Sheet 	<p>Ageno</p>
<p>2:35- 3:15</p>	<p>Turn the Curve Prep</p> <ul style="list-style-type: none"> • Reviewed Draft Agenda for February • Steering Committee Member roles and expectations 	<p>Bill</p>

	<ul style="list-style-type: none"> ○ Steering Committee Spokespersons – Mark and Monica ○ Welcome and Setting the Stage- Mark and Monica ○ Data Talk Monitors- informally all Steering Committee Members ○ All members are encouraged to show up as their whole self, not just leaders of their home organizations ● The group agreed to use Civic Network and encourage people to sign up during the Turn the Curve meeting ● Invitations and Follow Up for RSVP's <ul style="list-style-type: none"> ○ Folks encouraged to send invitation to their connections and networks. 	
3:15 - 3:30	<p>Wrap Up and Reminders</p> <ul style="list-style-type: none"> ● Staffing Committee: January 21, 2020 11:00am-12:00 <ul style="list-style-type: none"> ○ Monica and Margaret are on committee, need more volunteers ● Turn the Curve Meeting: February 10, 2020 12:00-3:30pm ● Next Steering Committee Meeting: March 9, 2020 1:30 to 3:30pm at Jefferson County Human Services ● Data Development Workgroup <ul style="list-style-type: none"> ○ Need volunteers 	Kelly