

**Jefferson County Health Alliance  
Steering Committee**

September 14, 2020 1:30-3:30pm

WebEx

**Notes**

**Meeting Objectives:**

- Approve 2021 budget
- Determine next steps transitioning to action
- Build clarity on action team next steps

**Participants:** Lynnae Flora, Chuck Ault, Mark Johnson, Margaret Huffman, Cara Hebert, Don Bechtold, Mary Berg, Sophie Thomas, Fran Taffer, Kiara Kuenzler, Heather Dolan, Monica Buhlig, Ben Wiederholt

Time	Activity	Lead
1:30-1:45	Welcome	Lynnae
1:45-2:05	<p>The group approved the 2021 budget discussion with one change (increased the technology contract from \$45,000 to \$60,000). Total budget approved was \$493,712</p> <p>Lynnae, Margaret, Monica and Chuck can represent the Alliance during the CIC meeting on 10/1. Kelly will find out the logistics from Noah.</p>	Kelly
2:05-2:15	<p>2019 v 2020 Rubric results/discussion. Summary of the results can be found on the Civic Network at <a href="https://www.civicnetwork.io/sites/default/files/2020-09/JCHA%20CLM%20Rubric%20Results%202019-2020.pdf">https://www.civicnetwork.io/sites/default/files/2020-09/JCHA%20CLM%20Rubric%20Results%202019-2020.pdf</a>.</p>	Kelly
2:15-2:50	<p>Group discussion on transitioning to action</p> <ul style="list-style-type: none"> <li>- Reviewed a first stab of an elevator speech</li> <li>- Expressed desire to identify concrete steps, create shared timelines and develop shared templates across action teams</li> <li>- Noted roles/responsibilities of the steering committee               <ul style="list-style-type: none"> <li>o Fiduciary responsibility</li> <li>o Assuring alignment across teams</li> <li>o Aligning partnership across county</li> <li>o Assuring equity in Alliance work and partnership</li> </ul> </li> <li>- Discussed the emerging functional units (Steering, Planning, Action Teams),               <ul style="list-style-type: none"> <li>o Agreed some type of action team report out is needed during Steering Committee meetings. These report outs could be inclusive of needs from other teams, staff and steering committee.</li> <li>o Discussed action team representation (versus voting membership) on the steering committee</li> <li>o Agreed Governance committee should review</li> </ul> </li> </ul>	Chuck/Lynnae

	<p>Steering Committee membership.</p> <ul style="list-style-type: none"> <li>- Action: Kelly will pull together the Governance Committee to further build out structure to inclusive of action teams and new partners.</li> </ul>	
2:50-3:05	<p>Alliance Endorsements</p> <ul style="list-style-type: none"> <li>- Discussed the possible options for legal counsel in the future if needed. Ideas included tapping into resources of partner organizations and the Community First Foundation.</li> <li>- Action: With respect to Alliance endorsements, prior to the next meeting, Heather and Monica will pull together a first stab at a policy based on other what is used by other health alliances.</li> </ul>	Monica
3:05-3:30	<p>Action Team next steps</p> <ul style="list-style-type: none"> <li>• Kelly and Rachel provided an overview of each action team. <ul style="list-style-type: none"> <li>○ Building Culture of Connection</li> <li>○ Center Work in the Community</li> <li>○ Leverage Needs Assessments</li> <li>○ Supporting Technology</li> <li>○ Encourage Collaborative Funding</li> </ul> </li> <li>• Action: Steering Committee members will provide the Technology and the Leveraging Needs Assessment Action Teams names of people people/organizations working in these areas to build participation. Kelly and Rachel will reach out to identified people to assess their interest in participating in the Action Teams.</li> </ul>	Kelly/Rachel
3:30	<p>Business</p> <ul style="list-style-type: none"> <li>- Representation on Governance Committee – Ben volunteered to join the Governance Committee (Lynnae, Cara and Ben)</li> <li>- Next meeting: October 12, 2020 from 1:30 to 3:30, WebEx</li> </ul>	