

**Community Health Improvement Process (CHIP)
Steering Committee Meeting Minutes
November 2, 2011**

Present

Vickie Bands	Upper Chesapeake Health
Susan Kelly	Harford County Health Department
Kathy Kraft	Upper Chesapeake Health
Carolyn Lambdin for Mary Chance	Harford County Government
Nick McDonald	Upper Chesapeake Health
Dr. Russell Moy	Harford County Health Department
Mary Nasuta	Harford County Public Schools
Rob Reier	Town of Bel Air
Dr. Peggy Vaughan	Upper Chesapeake Health
Dr. Mark Wild	Harford Primary Care
Tina Zimmerman	Harford Community College

Guests

Bari Klein	Harford County Health Department/Upper Chesapeake Health
Linda Pegram	Harford County Health Department
Dottie Ruff	Harford County Health Department
Jean Toth	Harford County Health Department
Bill Wiseman	Harford County Health Department

Susan Kelly opened the meeting by welcoming all attendees. She stated the purpose of this meeting is to discuss what we can do as a community to develop an action plan with the intention of really making a difference in the health of our community. The Steering Committee will be the first interface we have in getting feedback. The process will be modified and refined over time. This is a charge that has been given to the hospitals and the health department jointly.

Dr. Moy provided a presentation covering the rationale for a community health needs assessment and improvement plan, proposed approach for the planning process, broad-brush review of Harford County health data and priorities, and next steps. Focus was given to four main areas of health data: *Pregnancy/Infant Mortality, Chronic Disease, Lifestyle, and Access to Health Care.*

Composite data from the 39 State Health Improvement Process (SHIP) objectives shows that Harford County ranks worse than the State in the following categories: seasonal flu vaccination rates, heart disease death rates, cancer death rates, adult and youth tobacco use, behavioral health-related admissions to the emergency room, and Alzheimer's-related admissions to the emergency room.

Next steps to be taken are:

1. Agree that CHIP coalition will serve as the unifying framework for Community Health Needs Assessment (CHNA), Local Health Improvement Process (LHIP), and the Obesity Task Force efforts.
2. Finalize membership of the CHIP Steering Committee and the larger coalition. Recommendations for membership are encouraged.
3. Preliminarily select three to five priority areas of focus and identify partners for leading those improvement efforts.
4. Get feedback from the community – engage the community.

Susan asked what priorities should be tackled as a community. The ensuing discussion covered a range of topics including, obesity prevention, tobacco use prevention, disparities in pregnancy outcomes, and behavioral health/substance abuse issues. There was consensus that the Community Health Improvement Plan should focus on obesity prevention (especially in light of the Obesity Prevention Resolution passed by the County Council on October 18) and tobacco use prevention and that there would be further discussion about additional priorities. Additional data in the area of behavioral health was requested. Additional expertise in behavioral health and obstetrics/gynecology was also suggested for the Steering Committee. The importance of having a more diverse, broad-based Coalition membership was also emphasized.

Dr. Vaughan will check for a possible mental health representative for the Steering Committee from Upper Chesapeake Health. She said she will also check on the availability of an obstetrician/gynecologist to serve on the Committee. It was agreed that Cordell Brown would be a good representative from the faith-based community. Suggestions for other areas of representation included a social worker, health screener from the hospital, Parent Teacher Association, and CASA (Hispanic population).

Finally, there was discussion about the best date for the next meeting. A tentative date of Thursday, December 8, 2011 at 1PM (location to be announced) was set for the larger Coalition meeting, if possible. All Steering Committee members were asked to suggest names of individuals and organizations that should be invited to the Coalition meeting. The purpose of the Coalition meeting would be to share the materials that Dr. Moy presented to the Steering Committee, as well as some of the ideas generated by the Steering Committee, in order to obtain more feedback and generate a richer discussion about priority-setting and next steps.