**Community Health Assessment Partner Meeting #2**

**Monday, February 27, 2017 2 PM**

**Salem Church Library, 2607 Salem Church Road, Fredericksburg, VA 22407**

**Meeting Minutes**

**Start Time: 2:10 PM**

**Introduction of Attendees**

Dr. Brooke Rossheim, Rappahannock Area Health District

Tim Ware, George Washington Regional Commission

Dr. Richard Finkelstein, University of Mary Washington

Mark Whitley, Assistant City Manager, City of Fredericksburg

Forrest A. Parker, Sr., Boys & Girls Club of the Rappahannock Region

Jane Yaun, Deputy Director, Rappahannock Area Community Services Board

Sarah Walsh, Rappahannock United Way

Kathie Bramlette, Hazel Hill Nurse

Susanna R. Finn, Community Development Planner, City of Fredericksburg

Saba Lemma, Community Health Planner, Virginia Department of Health

Jordan Zarone, Rappahannock Area Health District

Kate Dailey, Rappahannock Area Health District

Jamie Pritchett, Rappahannock Area Health District

Brent McCord, Rappahannock Area Health District

Sid Dallas, Rappahannock Area Health District

Lorrie Andrew-Spear, Virginia Department of Health

Kaye Pegelow, Home and Heart Health

Terry Brosche, Virginia Board of Health

Dina Vales, Fredericksburg Sport and Health Club

Janelle Castle, Fredericksburg Health Department

Renee Edwards, Fredericksburg Health Department

Karen Dulaney, Lloyd F. Moss Free Clinic

**Review of Last Meeting/Progress –** Dr. Rossheim

* Updated project timeline. All attendees received copy in meeting folder.
* Tentative steering committee established via survey completion following last meeting
* Shared RAHD website and encouraged attendees to check website for project updates. Web address = [www.vdh.virginia.gov/rappahannock](http://www.vdh.virginia.gov/rappahannock)

**CHA-CHIP Steering Committee (tentative) –** List provided in meeting folder

Susanna Finn – Fredericksburg City Government

Karen Dulaney – Moss Free Clinic

Tim Ware – George Washington Regional Commission

Jamia Crockett – Mary Washington Healthcare

Christen Gallik – Fredericksburg Department of Social Services

Jane Yaun – Rappahannock Area Community Services Board

Pam Steinkoeing – Fredericksburg City Schools

Meghann Cotter – MICAH Ecumenical Ministry

Janelle Castle – Fredericksburg Health Department

Whitney Watts – Fredericksburg Chamber of Commerce

Sarah Walsh – Rappahannock United Way

Sid Dallas – Rappahannock Area Health District

Dr. Brooke Rossheim – Rappahannock Area Health District

Dr. Richard Finkelstein – University of Mary Washington

Fredericksburg City Community Member 1

Fredericksburg City Community Member 2

**Overview of MAPP Process –** Saba Lemma

* MAPP = Mobilizing for Action through Planning and Partnerships; a product of CDC and NACCHO (National Association of County and City Health Officials). This is the tool used to conduct the community health assessment.
* Vision is to improve community health and quality of life through partnerships and strategic actions.
* MAPP has seven underlying principles (systems thinking, dialogue, shared vision, data, partnership, strategic thinking and celebration of successes). Systems thinking and strategic thinking are two critical principles to successful use of the MAPP tool
* Explained the Community Roadmap to Health and the MAPP model Diagram. The entire MAPP process is driven by the four categories of assessments outlined by the MAPP tool. The four assessments are: (1) Community Themes and Strengths Assessment (CTSA); (2) Community Health Status Assessment (CHSA); (3) Local Public Health System Assessment (LPHSA) and (4) Forces of Change Assessment (FCA)
* MAPP has six phases (organize for success/partnership development, visioning, assessments, strategic issues, goals/strategies, action cycle).
  + Organizing for success/partnership development: This is the phase we have been working on up to this point. A Community Health Assessment (CHA) team has been developed and has met on two occasions. A steering committee has been formed and workgroups are being established today.
  + Visioning: Attendees worked on visioning today. CHA team members divided into groups of three or four people and created a draft vision statement addressing the questions below:
    - What does a healthy city mean to you?
    - What are the important characteristics of a healthy community for all who live, work and play?
    - How do you envision the local public health system in the next five or ten years?
      * Group 1: We will collaborate to support physical and mental health, encourage security, educational opportunity, and preserving space for recreational activities.
      * Group 2: A community where all individuals can understand and afford resources to achieve a quality of life that best meets his or her individual needs.
      * Group 3: A community which supports the physical, emotional and spiritual well-being at all stages of one’s life.
      * Group 4: An accessible community that supports the physical, social, mental, and emotional well being of all its citizens by providing a connected system of resources offering choice and opportunity for a safe and healthy environment.
      * Group 5: Fredericksburg will be a safe community where all residents have affordable access to education healthcare, recreation and healthy food.
  + The MAPP Assessments: These are the most important part of the MAPP tool. We make use of 4 different types of assessments to collect data. Using all four assessments enables us to develop a full picture of our community.
    - The Community Themes and Strength Assessment (CTSA) (qualitative data) – We go into the community to gain information on the City of Fredericksburg from the resident perspective. We want to know what health issues are important to community members and ask them to identify assets in the City of Fredericksburg they use to address health and other issues.
      * Methods – Focus group discussions and interviews; surveys and observations; photovoice
    - The Community Health Status Assessment (CHSA) (quantitative data) – We will try to utilize existing data from multiple sources (state, city, individual organizations) to get an idea of how healthy our residents are, identify strengths and risk factors, and see what the City of Fredericksburg’s health status looks like. This will allow us to determine whether the data (reality) matches the perception of health in the City of Fredericksburg.
      * Methods – Review existing data; interviews; survey
    - The Local Public Health System Assessment (LPHSA) – We will look at health service agencies in the City to determine how the 10 Essential Public Health Services are being provided to the community. This assessment also takes a look at components of the public health system, from hospitals to government to support service providers. This is a lengthy assessment.
    - The Forces of Change Assessment (FCA) – This assessment looks at forces and events that may impact community health. We will look into several categories including legal, political, economic, technological, etc.
      * Methods = Brainstorm

* + Strategic Issues: Examine the data collected through the above-mentioned assessments to identify 3-5 key strategic issues that need to take priority.
  + Goals/Strategies: Once 3-5 key strategic issues identified, we will set SMART goals to address these issues.
  + Action Cycle: implementation of a Community Health Improvement Plan (CHIP) to address an issue
* The tentative timeline was presented to attendees (also in folder).
* For more information on MAPP, see <http://www.naccho.org/programs/public-health-infrastructure/mapp>
* **Questions** 
  + Are translators available for surveys and focus groups?
    - For surveys, translations will be available through VDH.
    - Currently, we have no translators for focus groups.
  + Who will gather data for the Community Health Status Assessment?
    - Members of the CHSA workgroup
  + For future meetings, will a webinar or call-in format be available?
    - Will work on this for future meetings.
  + What is the relationship between the workgroups and the Steering Committee?
    - Steering committee members can be involved in workgroups. The Steering Committee roles are to approve workgroup products, make sure the project is running on established timeline and delegate tasks to workgroups as needed.

**Draft Vision Statement**

* The draft vision statements created by the attendee groups in the meeting were collected
* These vision statements will be summarized by Saba Lemma, Community Health Planner, Virginia Department of Health. A vision statement will be crafted and sent to the Steering Committee for review and approval

**Recruit Individuals to Serve on Workgroups**

* Attendees were asked to volunteer to serve on one of the two workgroups
  + Community Themes and Strengths Assessment (CTSA) workgroup – qualitative data collection and analysis
  + Community Health Status Assessment (CHSA) workgroup – quantitative data collection and analysis
  + The other two assessments (Local Public Health System Assessment and Forces of Change Assessment) will be initiated at a later date. The Forces of Change Assessment will not require a workgroup as this will be a full team brainstorm.

**Meeting Adjourned – 3:19 PM**