

MHAC
Community Engagement Subcommittee Meeting
November 13, 2008
3:30 p.m. EST

MHAC Attendees: Gloria Addo-Ayensu, Judy Anderson, Jane Cabarrus, Gail Jennings

MHAC Absent: Melissa Canaday, Milagritos Flinn, David Simmons

OMHPHP Staff: Karen Reed, Susan Triggs

Public Attendees: None

Meeting convened by: Gloria Addo-Ayensu, who suggested that the meeting agenda include the following topics:

- **Officers**

- The Subcommittee Chair will be responsible for creating the meeting agenda and for reporting the results of meetings back to MHAC. The OMHPHP is responsible for setting up the meetings and assuring that meetings are posted on the appropriate public meeting website and providing minutes of sub-committee meetings. The suggestion was made that officers (chair – vice-chair) serve on a six month rotational basis – as members other commitments can prohibit long-term leadership commitment. This will ease the juggling of the many responsibilities of those serving on this subcommittee
 - Gloria Addo-Ayensu volunteered to serve as Chair for the first six month period and invited everyone to step up to the plate and participate in a leadership role
 - Judy Anderson volunteered take Chair the Community Engagement Subcommittee for the second six month period.
- Gloria Addo-Ayensu asked for and received consensus on the six month chair leadership plan.

- Gloria stated she will be out of the country for the month of January 2009.
 - Jane Cabarrus suggested that the group determine its mission and goals early on to set its direction
- **Meeting frequency**
 - The group decided to meet quarterly with additional meetings called as needed.
 - Meeting dates will be two weeks prior to MHAC meetings at 3:30pm via conference call
 - The December meeting will be 23rd, at 3 p.m.
 - Members did not decide if they want a standard meeting date
- **Goals**
 - Karen Reed reminded the subcommittee that goals discussed at the MHAC planning meeting included:
 - Unnatural Causes
 - Town Hall Meetings
 - Advising MHAC on identifying partnerships within the community
 - Other initiatives to address health equity from a community approach
 - Gloria Addo-Ayensu added additional goals
 - To build the capacity of the subcommittee by
 - Focusing on enhancing the civic capacity of communities
 - Sharing best practices within the Commonwealth
 - Working with VDH
 - Engaging communities to do the work of advancing health equity
 - Susan Triggs discussed the fact that town hall meetings and a Health Equity Conference should function as stepping stones toward building capacity as information is shared in the form of best practices throughout Virginia

- Karen Reed reminded the group that MHAC had agreed to partner with the Virginia Public Health Association in planning a Health Equity Conference for spring 2009.
- Jane Cabarrus inquired about whether the MHAC name could be used to support community initiatives in the Eastern Shore area
- Gloria Addo-Ayensu asked how the subcommittee would identify target areas that MHAC can impact
 - Suggested that MHAC can help guide activities in areas throughout the Commonwealth that focus on priority areas for that community based on existing data
 - Karen Reed suggested establishing linkages with community leaders and identify how we can assist them based on the specific needs of the community
 - Gloria Addo-Ayenso discussed the local health department in her area working with the larger public health system identified through the MAPP process
 - This should be an integral part of capacity building system
 - Gave many examples of how this works very effectively – using the media to help get the word out
 - Important to understand the needs of population segments and get their leaders involved in the planning and implementation process
 - In this way, health outcomes in the community begin to improve
 - The subcommittee's approach should be to help communities build their own capacity
 - Subcommittee attendees agreed that there is a need for collaborative efforts
 - Karen Reed suggested that the group choose one or two priority projects.

- Discussion centered around identifying best practices for exhibition during the Health Equity Conference in May 2009
- Best exhibit could receive an award
- Gloria Addo-Ayensu suggests partnering with academia as follows
 - Get a student assigned to surveying and analyzing best practices information and putting it together
 - She offered to do research to find some help in academia
 - We will ask organizations to highlight their methods for getting there
- Gloria suggests sending an e-mail out to health directors and ask for info we are looking for
 - Jane Cabarrus offered to help
- Karen Reed shared Thursa Crittenden suggested that MHAC members could write letters to newspapers as individuals citizens to ask them to participate
 - Thursa Crittenden will send template for people to use
- Gloria Addo-Ayensu suggested that a student can develop a survey to send to LHD asking for best practices
 - Will start in the Richmond area first
 - Karen Reed will send Gloria contact info for VCU

The meeting ended at:	4:40 p.m. EST
Next meeting is scheduled for:	December 15, 2008, 3 p.m. via telephone conference
Minutes prepared by:	Susan L. Triggs
Date:	November 18, 2008