

# Population Health Workgroup

## Meeting Minutes

*Tuesday, July 21, 2015, 1:00-3:00 P.M.*

Community Choice, 504 South Chelan, Wenatchee, WA 98801 ([map](#))

Consistent Conference Call: 760-569-7171      Consistent Conference Code: 924903

See Regional Workgroups Pages on DocVault: <http://www.mydocvault.us>

**Our Goal:**

The NCACH Population Health Team will leverage multi-sector, collaborative resources in developing sustainable, scalable processes for community health improvement. Under the direction of the NCACH Governing Board, the team commits to completing a pilot project on a population health issue related to diabetes, specifically meeting the following SMART criteria for project goals and objectives:

- Sustainable: develop sustainable processes that can be readily replicated or expanded beyond the team's project
- Measurable: set measurable project goals and objectives
- Attainable: develop attainable and realistic project goals and objectives
- Relevant: set project goals that are relevant to the intended target and expectations of NCACH
- Time-sensitive: achieve timeline milestones and completing the project within timeline parameters

**Attendance:** Jenny Sorom (phone), Deb Miller, Suda Soodsaard, Bethany Osgood, Marya Madsen, Winnie Adams, Theresa Adkinson, Cathy Meuret.

**Absent:** Jeff Neff, Nancy Bywater-Johnson, Rosalinda Kibby, Laura Flores Cantrell, Katie High, Matt Parsons, Elana Mainer, Elise Reich

Topic	Discussion	Follow-Up Work		
		Who	What	By When
<b>Welcome / Project Goal</b>	Several people are participating on both the Care Transformation and the Population Health Workgroups. These workgroups are not one – each has a different focus, one on care transformation of diagnosed diabetics and one on diabetes prevention.	Bethany	Explore Latino Workgroup Members	August 6
	Focus of the workgroups is on project development processes. Overlap occurs as processes initiated by the Care Transformation team roll into the next workgroup (e.g., goal statement, decision matrix template, logic model template, meeting ground rules). Workgroup members encouraged to try tools, provide input for revisions and continuous improvement.	Cathy	Explore Native American Workgroup Members	
	Population Health goal statement and meeting rules approved by consensus.			

	<p>Discussion on needed representation by Latino and Native American populations.</p>			
<p><b>Project Selection</b></p>	<p>Discussion about workgroup assignment by NCACH Leadership Team:</p> <ul style="list-style-type: none"> <li>• focus on community health improvement process (developing a regional project, decision-making processes, consensus building), not on an in-depth project.</li> <li>• time limited project - activities and evaluation to be concluded by 12/31/15.</li> <li>• select a project focused on disease prevention (diabetes prevention) - increased activity, nutrition, obesity prevention - not on disease or symptom management.</li> </ul> <p>Discussion on project: <b><i>Walk the Walk, Talk the Talk, Call the Doc!</i></b>, a health promotion program developed by Amerigroup. This program was presented at the Care Transformation meeting on 7/10, but as its focus is prevention, it was moved to the 7/21 meeting. Program highlights:</p> <ul style="list-style-type: none"> <li>• Elements include physical activity, healthy eating, and diabetes education.</li> <li>• Targets 6 – 10 year olds but can be modified to fit younger and older age groups.</li> <li>• Presentation and materials available in English and Spanish; Russian in development.</li> <li>• Content is adaptable to meet special needs learners, community preferences, cultural preferences.</li> <li>• Content uses existing curriculum, including USDA MyPlate curriculum.</li> <li>• Combines interactive elements, games, quizzes, instructor presentations, participation incentives.</li> </ul> <p>Alternative considerations:</p> <ul style="list-style-type: none"> <li>• 5210 – Discussion re: broad elements of this program and preference to focus on a smaller activity with a short-term goal.</li> <li>• 1422 – Discussion about grant deliverables. Min. focus on prevention - a walking project already in the planning process.</li> </ul>	<p>All</p>	<p>Consider potential meaningful incentives.</p>	<p>August 6</p>

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<p>Logic Model Development</p>	<p>Brainstorming session to develop a draft logic model.</p>	<p>All</p>	<p>Review and revise a draft via phone conference</p>	<p>July 29</p>
<p>Next Meeting Dates and Times</p>	<p>Phone Conference Only to review draft logic model: July 29, 1300 – 1400</p> <p>In person meeting: August 6, 1300 – 1500 at Community Choice, 2<sup>nd</sup> Floor Conference Room, Wenatchee, WA (Phone Conference Available)</p>	<p>All</p>		
<p>Adjourn</p>	<p>Thank You!</p>			

## Meeting Ground Rules

We the members of the Population Health Workgroup agree that we will:

1. Be clear about the purpose of the team and of each meeting.
2. Come prepared. We will read materials in advance of the meeting to help us spend our meeting time really listening and working together.
3. Make an effort to attend every meeting. When unable to attend, will notify the facilitator prior to the meeting date.
4. Listen carefully to others. Our team will function best when we understand one another's views.
5. Remain open to new information and new perspectives.
6. Avoid changing or hiding our views only to reach agreement and avoid conflict.
7. Openly share our ideas, experiences, and opinions about matters of interest to the group.
8. Value one another's experiences. We will actively seek out differences of opinion. Disagreement can improve the coalition's opportunity to create better decisions.
9. Value one another's time. We will follow the prepared agenda and timelines and will designate a coalition participant as the meeting timekeeper. A "parking lot" will be used to corral questions or off-topic conversations.
9. Help to develop one another's ideas.
10. Help create a respectful and productive working climate. We will speak our mind freely, but be brief and to the point so that others can also speak.
11. Keep listening when differences arise. We will explore disagreements and search for the common concerns beneath the surface.
12. Help improve group productivity. Be willing to suggest ways in which the group can work smarter.
13. Make decisions by consensus whenever possible.
14. Be represented by the spokesperson at public meetings unless the coalition takes an action to select a person or organization to be its representative.
15. Honor these ground rules by observing them and reviewing them at periodic intervals.