



Skagit County Board of Health Population Health Trust

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

"Always working for a safer and healthier Skagit County"

Notes from the Population Health Trust Advisory Committee Mtg. #3

Date / time 04/09/2015 at 9:00-12:00 pm

Northwest Career & Technical Center

Attendees: David Jefferson, Jennifer Johnson, Lisa Janicki, Andrea Doll, Beverly Keyes, Brian Burch, Carol Hawk, Charlie Wend, Colleen Pacheco, Connie Davis, Corinne Story, Debra Lancaster, Diane Smith, Douglas Spingelt, Duncan West, Jenna Strand, Jennifer Sass-Walton, John Miller, Kari Ranten, Katie Stanford, Liz McNett Crowl, Randy Elde, Stephanie Morgareidge, Terry Belcoe, Tina Willett

Absentees: Bill Henkel, Jim Barnhart, Margaret Rojas, Mark Raaka and Vince Oliver

Guests: Bob Hicks and Maureen Pettitt

Topic	Action
<p>1. Welcome</p> <ul style="list-style-type: none"> • David Jefferson opened the meeting, presented agenda • March 5th meeting notes were approved as written • Kari Ranten presented a report on Steering Committee meeting from 03/18/2015 <ul style="list-style-type: none"> ○ Present an updated assessment plan (Survey and Indicators) ○ Propose starting a Quality of Life (QOF) Survey Team ○ More detailed Budget ○ Report on availability/timeline from Snohomish County to help with Indicator Data ○ Report on the Charter ○ Beverly will look into College volunteers to help with survey ○ Consider starting the Forces of Change with the Trust committee • Bev Keys notified David that she explored distributing the survey in college classrooms but generally speaking, the educators were not in favor of using class time. Some Clubs might help but it would be the decision of each one 	<p>Add to future agenda a discussion about utilizing college clubs</p>
<p>2. Vision/ Mission</p> <ul style="list-style-type: none"> • Vision "Growing Healthy Communities" • Mission "Working Together to Improve Health for All" 	<p>Group unanimously agreed on Vision/Mission</p>
<p>3. Operating Charter</p> <ul style="list-style-type: none"> • <i>Solicited feedback from the group on the committee's "Decision Making" process, should it be consensus or voting?</i> • Member preference was for consensus. People wanted to know what will be done if consensus cannot be reached. If it cannot be reached, folks favored 	<p>Charter tabled for deliberation at next Steering Comm.</p>

<p>tabling for future deliberation or continue to work toward consensus.</p> <ul style="list-style-type: none"> • If the issue is important enough, and there is strong dissent, the item should be tabled; possibly sent to Steering Committee for deliberation. • <u>Debra Lancaster</u>, “agrees with Consensus, and feels like the Trust Member Role and Expectation statement hits it on the head. We should be looking for the goal of the greater community, not the just the representation of one.” • It was suggested that our collaboration will likely prove beneficial when conflicts arise. • <u>Katie Stanford</u> suggested that the group monitor for process gaps and work toward solutions. 	<p>Meeting Committee charged with providing new language</p>
<p>4. Name the Effort – “Skagit Health Matters” received most votes (27% or 5 Votes)</p> <ul style="list-style-type: none"> • <u>Jennifer Johnson</u> received some feedback in the community that “Population Health Trust” has a pretty powerful impact in the community so “Why would we have 2 names?” • <u>Andrea Doll</u> received feedback that PHT was not known in the community. • <u>Carol Hawk</u> asked “<i>Where are we going to have this? In our newsletter, on our website? When I started thinking about this, I thought it would be our tagline. I would like clarification on this.</i>” • David clarified, The board name is PHT, but our effort together might need another name, a tagline like Carol mentioned. • The question surfaced, “<i>Should we wait until we roll this out to the community?</i>” • <u>Duncan West</u> suggested that marketing not precede the substance.” The group should wait until we are more clear about our work. 	<p>The group agreed to table the tagline for now, and wait to see if there may be linkages with other community efforts.</p>
<p>5. Community Health Needs Assessment</p> <ul style="list-style-type: none"> • The Steering Committee reviewed the assessment process and suggested a more streamlined approach. David has consulted with multiple counties who have generously given information, including lessons learned, what worked, what didn’t, and what they would do in the future. • The 3 assessments: <ul style="list-style-type: none"> ▪ Quality of Life (qualitative data) ▪ Community Health Services Assessment (quantitative data) ▪ Forces of Change • Concern was voiced and clarification requested of the 6th month goal to compile a data carousel. David said he has assurances from two counties who can provide the data we want once we sign an agreement and confirm what data elements we want. (I don’t understand how this fits here, but the committee might) <p>Quality of Life Survey - Two options were presented to the group</p>	<p>The Committee</p>

1. Silver-which represents a Convenience Sample/ budget \$4,461/
Use RWJ and HCA resources
2. Gold-which represents the Random Sample/budget \$6,971/purchasing a
random mailing from Skagit Publishing.

The groups were given 10 minutes to deliberate their choice of survey methods - Reports from the tables

- Jenna Strand- “We feel that it’s important to do both.”
- Debra- “We talked about somewhere in the middle. If we brought in some unrepresented groups i.e. Senior Centers, Faith Groups, School Districts, etc., your percentage return rate would go up. If we get enough, we would get a random sample, or close enough to it.”
- Randy- “One question, as far as our budget, is this a major budget item? Is this in our budget?”
- Colleen- “We decided on the ‘Platinum.’ You just have to recruit the right people and have patience. We (SeaMar) used 3 resources phone, email, and face-to-face. I would volunteer to facilitate distributing to the indigenous farm workers, since we have the process to complete this.”
- Debra Lancaster - “When Liz Jennings conducted survey work she utilized about 16 volunteers.”
- *How would the Convenience Sample collection process be staffed?*
- David Jefferson- County resources, discussion continued. The question was asked if the School Districts would get a good response since parents are used to filling out forms. Interns were suggested as a way to reach out to the sectors.
- Lisa Janicki - “Our table also talked about utilizing incentives (giveaways), The mailing cost seems low and there are better avenues to spend our money.”

Data Indicators

- David is currently collaborating with Snohomish, Island and Whatcom on developing a 4 County indicator data set arranged according to the CDC recommendations. The goal is to have a standard starter set that counties in the region can use for community needs assessments. The suggested set should be ready by May.
- Jennifer Johnson - Public Health is exploring hiring a part time epidemiologist or co-funding a position with another County. The primary concern is the tight timeline to get this work done. Maybe the group could consider purchasing data indicators for Phase 1 in 2015 and using an in-house epidemiologist for Phase 2 in 2016.
- Jennifer Johnson - “We are deficient when it comes to collecting and analyzing our own data. We should do the assessment right, and get all the

suggested we conduct a convenience sample with the goal of getting as close to a random sample as possible

The following people volunteered to be on the Survey Sub Committee:
Bob Hicks,
Colleen M. Pacheco,
Connie L Davis, Duncan West, Carol Hawk, Jenna Strand, Jennifer Johnson, Jennifer Sass-Walton & Diane Smith

<p>information we can in an efficient manner.”</p> <ul style="list-style-type: none"> • David indicated that he has assurances that a data indicator set can be purchased Spokane for approximately \$16,000. If contracted with Spokane, the information would be available by the end July-August. That indicator set is congruent with what the CDC recommends nationally. It also matches the 4 County data indicators set that is underway. • <i>How will the data indicator work be used?</i> We will be able to lean on the data for grants, collaborations, and as the foundation of our work in order to get to planning. 	<p>Action: The group unanimously agreed to purchase the Spokane data</p>
<p>6. Budget Estimate</p> <ul style="list-style-type: none"> • David presented an updated budget to the group that included the cost of the survey and data indicators. • <u>Jennifer Johnson</u> recommended that the budget be made more comprehensive, including the cost of displaying the data indicators on a website (Eastern Washington). The goal is to be as thorough as possible so PHT members can ask their organization for funding, and be very clear about what their asking for. • <i>Members were asked if the total projected budget was in the realm for their organization to contribute?</i> In lieu of a direct response, it was suggested that David propose a one-page handout of what organizations would be contributing to, a sustainability statement, why we need it, and why it’s important. • <i>Should there be a business Subcommittee?</i> Volunteers were recruited to explore starting a business committee chaired by Terry Belcoe. Members also suggested local business that would be contacted to participate. 	<p>David will be revise the budget</p> <p>David will produce a marketing piece (extended budget) regarding contributions</p> <p>An exploratory business subcommittee will be formed</p>
<p>7. Forces of Change Presentation-Charlie Wend</p> <ul style="list-style-type: none"> • Charlie gave a presentation on the status of the Skagit County Jail. See the PowerPoint presentation • <i>Is there was sufficient staff available to provide mental health services to inmates?</i> • The Jail contracts with Whatcom County 3 days a week, 6 hours a day for evaluations. 	
<p>8. Process - <i>Is this working? Are the meetings being managed well? What would people like to see between meetings?</i></p> <ul style="list-style-type: none"> • <u>Diane Smith</u> suggested copies of slides after the meetings. • Most members would prefer more information in between meetings and topics for upcoming meetings beforehand • The group agrees that small groups are working 	<p>David will send emails with detailed information and action items</p>

<ul style="list-style-type: none"> • Should the length of meeting time change from 3 hours to 2 hours? • <u>Jennifer Johnson</u> suggested that we continue the 3 hours meetings and lessen as needed. 	<p>between meetings. The group agreed to keep the 3 hour time frame until no longer needed</p>
<p>9. Meeting Summary</p> <p>There is general agreement that a thorough convenience sample would provide the public information desired. To obtain the best assessment data possible, purchasing data from another County is a good choice for 2015. A budget for the present and the near future is needed. The agreed upon assessment process is: survey the community first, conduct the data indicators carousels second, and then present findings to the community.</p> <p>10. Website assessment volunteers were requested.</p>	<p>Kari Ranten and Maureen Pettitt will provide website feedback</p>