



Skagit County Board of Health Population Health Trust

Lisa Janicki, Chair

Kenneth Dahlstedt, Commissioner

Ron Wesen, Commissioner

PHT Steering Committee Meeting

Wednesday February 17, 2015 1:00-2:30 pm

Skagit County Commissioner's Building, Copper Room

Attendees: David Jefferson, Liz McNett Crowl, Andrea Doll, Carol Hawk, Mark Raaka, Debra Lancaster, Bill Henkel

Absent: Jennifer Johnson, Connie Davis

Staff: Mel Pedrosa

Topic	Action
<p>1. Welcome, review agenda & approve notes</p>	
<p>2. Recruitment</p> <p>David asks for ideas regarding new recruitment</p> <p>*Questions*</p> <p><i>What is the criteria for new recruitment for the Steering Committee?</i></p> <ul style="list-style-type: none"> • Current PHT member • Willingness and time • Sector representation/skill sets, going forward into planning <p>Suggestions made: Kevin Murphy, Randy Elde</p> <p>The group decides to change the Steering meeting day and time in order to accommodate new members. Tentative, fourth Monday of every month from 12:00-1:30, and provide lunch. Beginning April 25, 2016.</p>	<p>David will verify the proposed new meeting day and time and send out a Meeting Invite</p>
<p>3. Steering Committee Update Presentation</p> <p>David asks for a volunteer to present at the next PHT meeting on March 3rd. Debra Lancaster commits to presenting at the PHT meeting.</p>	
<p>4. Next PHT meeting</p> <ul style="list-style-type: none"> • In regards to our March 3rd meeting with our guest speaker Patrick Jones, 	<p>David send out an email invite to PHT</p>

<p>should we make the meeting open to outside guests in order to educate our organizations of the data management goals, going forward? The group agrees.</p> <ul style="list-style-type: none"> • Snohomish County will be giving David a license to pilot through the Insightvision program, and we could possibly bring in a several PHT members to assess the website and how/if it will be a resource for PHT. Could possibly be part of the March 3 PHT Meeting. • Kim Clint from Mason County to possibly present. Kim would share the process that Mason County used and experiences they had. 	<p>Members, opening the March 3rd meeting for guests to attend</p>
<p>5. Retreat</p> <ul style="list-style-type: none"> • Vic Colman-facilitator • Decide what group we are- <ul style="list-style-type: none"> ➢ Form & function ➢ Select priorities ➢ Evaluate the form & function and see if it fits our work <p><i>*Comments/Questions*</i> <i>Can this be presented prior to the retreat, like at the March 3 meeting?</i> We could ask 2-3 questions to get people thinking <i>What could those questions be?</i> It was suggested to ask the facilitator what questions could be presented prior to, as well as a checklist to follow. Possibly utilize the second half of the meeting in March to discuss this. Keep in mind what kind of results we are looking for i.e. size, quantity, timeframe etc.</p> <p>David asks if short presentation on Leadership Skills Presentation? The group agrees but may be better at the May PHT Meeting.</p>	<p>David will discuss with the facilitator what questions or information could we present prior to the retreat</p>
<p>6. Fiscal Information</p> <p><i>Due to very few responses, what should our next steps be?</i> It was shared by the group some organizations want to wait and see how this process would align with their goals It was suggested that we invite our funders to the March 3rd meeting to see the presentation which in turn, gives them a chance to see the work in action. The group agrees.</p>	

7. Next Steps

- PHT Meeting on March 3rd from 8:30 am-12:00 pm at NWTC, breakfast provided
- PHT Retreat on March 30th from 8:30 am-3:00 pm at NWESD, breakfast and lunch provided
- April PHT Meeting-CANCELLED
- Next Steering March 16th at 1:00-2:30 Commissioners Building
- April Steering move to forth Monday of the month from 12:00 to 1:30 starting April 25th