



Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services  
Maine Center for Disease Control and Prevention  
286 Water Street  
11 State House Station  
Augusta, Maine 04333-0011  
Tel. (207) 287-8016  
Fax (207) 287-9058; TTY (800) 606-0215

## SCC Executive Committee Meeting January 10, 2012 Meeting Minutes

**Attendees:** Joanne Joy, Sharon Leahy-Lind, Robin Mayo, Kathie Norwood, Dr. Sheila Pinette, Shawn Yardley, and Chris Zukas

Members discerned the following agenda items for today's meeting:

### Agenda Items

- State Health Improvement Plan-Discuss direction and timeline
- Evaluations of last meeting and what we need to do: Check-in & Debrief
- Review Meeting Schedule for SCC (Third Thursday?)
- Develop better understanding on how poverty impacts health outcomes.

### Update on State Health Improvement Plan (SHIP)

The State Health Improvement Plan will follow the State Health Assessment (SHA), which will drive or inform the SHIP. Dr. Pinette noted that Commissioner Mayhew would like a timeline for SHA and SHIP. The state assessment will be done by the end of June 2012. This June 2012 deadline is required as part of the accreditation process. Sharon will be involved in the SHA work and will be leading the SHIP effort. The SHIP is to be completed by June 2013, this date follows the requirements for the public health accreditation process, as well.

Joanne wondered how the three subcommittees of the SCC will inform the SHIP. Dr. Pinette will get thoughts from Commissioner on what she would like to see in SHIP. She also wondered how much HP 2020 can inform this process. Further discussion ensued which resulted with the following actions:

**Action: Dr. Pinette** will ask **Chris Z** to check on legislation related to the state health plan. Dr. Pinette will also ask Commissioner Mayhew what she would like to see in the SHIP.

**Action:** Committee members asked **Sharon** to prepare a one or two page document for the March 22nd SCC meeting that will provide an overview of the SHA and SHIP processes and timelines.

**Action:** Sharon will look at PHAB, NACCHO, ASTHO resources and gather materials. She will convene an internal Maine CDC workgroup to begin planning for the SHIP.

### Evaluations: December SCC Meeting

Shawn did not receive copies of the evaluation forms or feedback that was collected at the December meeting.

**Action: Sharon** will ask Katie and Valerie about evaluations from the SCC.

**Action: Chris Z** will send draft minutes from the December SCC meeting.

### **Review SCC Meeting Schedule**

Members noted that the December schedule change occurred because of the holiday. Dr. Pinette added that Elaine Lovejoy is working on changing the SCC meeting schedule back to the original format. She is planning to reserve the meeting room at the Armory for 3<sup>rd</sup> Thursday of every quarter. Confirmation will follow.

### **Develop Understanding of Poverty**

Joanne suggested that the SCC, as a statewide group, find a way to come up with messaging that focuses on improving outcomes for all populations. She mentioned, in particular, the direct or consequential impact of poverty as a statewide group focus. Dr. Pinette recommended using the SCC's health disparities group for this work. She added that the goal would be that every aspect of all the work the SCC does would include health disparity concerns.

Joanne suggested that the SCC could potentially tap into technical assistance on the poverty impact with national level experts through the CTG effort and invite them to come to Maine and present at the next SCC meeting. She would ask them to demonstrate the poverty/health connection. Joanne will propose this suggestion to Deb Wigand, Kristen McCauley et al.

Joanne's thoughts were that the national partners could come to the SCC to present and attend the health disparities subcommittee meeting in the morning. Members said she needs to connect with them very soon if March can be an option. Members talked about aging health disparities. Dr. Pinette talked about Alzheimer's Disease as an important public health concern. Joanne wants to look at poverty and class as core issues. Kathie Norwood will connect with Shawn about UNE's Center for Health Disparities/Equity also presenting at the March SCC meeting. Shawn will connect with Len Kaye about health disparities related to aging. The other two populations mentioned by members are those living with behavioral health challenges and GLBTG disparities. Shawn suggested that Leticia Huttman could provide guidance on behavioral health. Shawn suggested we finalize the presenters during the next planning call.

Joanne reminded the group that the SCC subcommittees are required to identify one outcome for this year. She added that the groups need to be efficient and purposeful in their work because members are all very busy.

**Action: Joanne** to speak with Maine CDC DOP about national CTG health disparities speaker and make the request to national partners.

**Action: Shawn/Kathie** confirm with UNE's Center for Health Equity about presenting at March meeting (Dr. Tim Ford and Gail Dana Saco).

**Action: Shawn** to speak with Len Kaye about aging disparities speaker and Leticia Huttman about behavioral health population health disparities.

### **Annual Report to HHS**

Shawn sent it to the HHS committee on January 3<sup>rd</sup> and copied Commissioner Mayhew on the submission.

**Action:** Shawn will send SCC-EC members a copy of the report tonight.

Planning for the next SCC-EC & SCC Meeting

Dr. Pinette shared ideas for the next SCC-EC meeting. They are to provide a wrap up from last meeting, draft an agenda for next SCC meeting, and then set process for finalizing the agenda. Members also discerned the following materials list and preparation tasks for the March SCC meeting.

### **Material List & Meeting Access:**

1. We need someone to bring laptop for presentations. Armory has the screen and connection but no laptop. **Sharon** will ask **Katie** to bring a laptop.
2. Spider phone and call-in information are part of the meeting set up responsibilities. . Free WiFi access should be explained to all and is part of meeting set up.
3. **Joanne** will check to see what options are available for GoToTraining – which allows 25 participants..
4. **Sharon's** one-two pager for packet on SHA & SHIP.

### **Next SCC-EC Meeting**

The SCC-EC meets the 2<sup>nd</sup> Tuesday of every month from 2:00-3:30 p.m.

**Next Meeting is February 14, 2012.**

Call will air from Dr. Pinette's office (8th Floor Key Bank Plaza). Members in the Augusta area are invited to join in person.