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SCC Executive Committee Meeting
March 13, 2012
Meeting Minutes

Attendees: Shawn Yardley, Sharon Leahy-Lind, Dr. Sheila Pinette, Joanne Joy, Geoff Miller, Robin Mayo, Katie Woodbury – Note taker.

Review of minutes. Minutes of February 14th meeting were approved.

Report Back on Actions from Meeting of 2/14/12:

Operating Principles - Sharon will become ex officio member of the SCC

DCC Guidance & Operating Procedures – there was a brief review of the working draft document. It was decided the document should be reviewed by the District Representatives before it goes before the full SCC.

Action: On Thursday March, 15th, Sharon will email the DCC Guidance document to the District Representatives asking for their feedback in a timely manner so that she can bring to the SCC meeting on March 22nd.

Review of nominations. Nominations were received for the following:

Vice Chair - - Joanne Joy

New Member - - Andrew Coburn, Lisa Miller (not a member of the SCC)

After a brief discussion it was decided to put Geoff Miller on the ballot for vice chair. Geoff was in attendance and accepted the nomination.

It was also decided to add Andrew Coburn to the ballot (with his acceptance) as a new member to the Executive Committee.

Action: Shawn will contact Andy to find out if he will accept the nomination as a new member to the Executive committee. He will then let Katie know so she can add his name to the ballot.

Draft Agenda for March 22, 2012 SCC Meeting. Items for the agenda were reviewed with minor edits, confirmation of presenters, and the group approved the final agenda..

Action: Joanne will bring her laptop to the SCC meeting

Action: Shawn will get meeting handouts/power presentations to Katie before Friday 3/16/12 so that meeting packets can be completed.

Action: Katie will bring any power point presentations to Joanne so that she can preload into her laptop for the meeting.

Action: Joanne will send an email to the SCC subcommittees letting them know they will have 5 minutes each to provide updates to the SCC on March 22nd.

Other. Sharon handed out an update and overview of the State Health Assessment (SHA)/State Health Improvement Plan. The State Health Assessment is expected to be completed by July/August of 2012. The State Health Improvement Plan is still in the early stages of development – timeline for completion is June 2013.

Meeting adjourned at 3:15 PM