

## Steering Committee October 2016 Meeting Summary

### Attendance

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**In-person:** Jack Billi, Connie Conklin, Liz Conlin, Gregory Dalack, Ann Davis, Bob Gunzel, Norman Herbert, Michael Miller, Pam Smith, Doug Strong, Maria Thomas, Marianne Udow-Phillips, Paul Valenstein, Marti Walsh

**Phone:** Tony Denton, Peter Jacobson, Diane McCormick, Ruth Kraut, Ellen Rabinowitz, David Sarns

**CHRT staff:** Nancy Baum, Kirsten Bondalapati, Leah Corneail, Jaque King, Jeremy Lapedis

### Key Summary Points

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- **CHRT and WHI Memorandum of Intent:** The CHRT Board approved the previously reviewed Memorandum of Understanding which serves to clarify the relationship between CHRT and WHI. Based on counsel's review the document title has been modified to be a Memorandum of Intent and the WHI and CHRT representatives have now executed the Memorandum.
- **WHI Incorporation and Strategic Plan:** Norman Herbert noted that the feedback from the Stakeholders was that there did not seem to be a need for incorporation at this point but incorporation could be considered in the future as part of a WHI strategic plan. Norman noted that it was premature to develop a strategic plan at this point because the impact of the SIM on the WHI could be significant. However, this concept will be revisited in the near term as the SIM project is further developed.
- **WHI and SIM Communications:** The Committee agreed that the WHI website needs to be updated and communications thought about more strategically. Committee members suggested that WHI members should be informed when the website is updated and that WHI use the Twitter and Facebook feeds of United Way and other member organizations to spread its communications. Next steps include updating the WHI website, disseminating WHI Steering Committee meeting summaries, producing a WHI annual report and alerting WHI members of upcoming activities. These steps will be included in a WHI communications work plan which will be developed in concert with the WHI Communications Committee.

#### SIM Update:

- A SIM High-Level milestone document has been created, and the SIM Work Group will look this over at their meeting on Monday, October 17<sup>th</sup>.
- The SIM Intervention is scheduled to start on August 2017.
- The state of Michigan is releasing an RFP for SIM evaluation, which we are hoping that the Institute for Health Policy and Innovation (IHPI) applies for. This would help us to work closely with them on a local evaluation.
- Staff reported that a major challenge for the SIM intervention design is how to coordinate with existing programs in the community that address the social determinants of health and reducing emergency department utilization.
- **Approval of CHIR Participation Guide Part 1:** The Steering Committee approved the CHIR Participation Guide Part 1—a document which outlines the governance structure

of the WHI and the structure of the SIM Work Group and Subcommittees. This document has been submitted to the state and we have received conditional approval of the document.

- **Community Health Implementation Plan (CHIP) Narrative:** The UNITE group is close to finalizing the public-facing document which describes the joint hospital implementation plan. The CHIP focuses on mental health and substance use, as well as obesity and obesity related diseases, and preconceptional and perinatal health. The CHIP was able to build on the WHI Mental Health and Substance Use Work Group, but no such community-wide collaboration existed for obesity and related illnesses. The CHIP focuses on joint hospital activities that address the social determinants of health in order to improve health equity—defined as everyone in the community having an opportunity to achieve their highest level of health—in Washtenaw county. The activities outlined in CHIP are not necessarily new activities, but rather they are current activities which will be better coordinated between the health systems. The final CHIP will be published on the health system websites in November. In order to align with the SIM region of Washtenaw and Livingston counties, in the next Community Health Needs Assessment (CHNA), the group will work to include the health department and Livingston County; however, asynchronous timelines make this challenging.
- **Additional Work Group Updates**
  - On October 26<sup>th</sup> beginning at 5:30pm, the Advanced Care Planning Group along with Arbor Hospice will host a screening of “Being Mortal,” followed by a conversation hosted by Congresswoman Debbie Dingle. Steering Committee members were encouraged to share this event with their networks. At the event, the group will disseminate a conversation guide which will also be posted on the WHI website.
  - The Underinsured Group decided not to pursue a program to address underinsurance at this time because they felt most decisions about insurance were made at an individual level, which was not amenable to a community-wide strategy. Instead, they are focusing on addressing the issues of underinsurance through one-on-one conversations that are taking place during the open enrollment period.

## Action Steps

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- The Steering Committee will revisit the idea of developing a strategic plan in late 2017
- The WHI Communications Committee will work with CHRT Staff and interns to create a communications work plan which includes:
  - Updating the WHI website
  - Regular dissemination of meeting summaries
  - Alerting WHI members with opportunities for further engagement
  - WHI Annual Report
  - Improving Work Group updates
  - An ongoing list and timeline of future activities for the WHI to undertake (e.g. Develop a WHI Strategic plan in December 2017)

## Next Meeting

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Friday, November 11, 2016 2:30 – 4:00 PM