**WHI Steering Committee Notes**

**August 3, 2012**

**Present**: Rob Casalou, Dick Fleece, Bob Guenzel, Lakshmi Halasyamani *(phone)*, Norman Herbert, Deb Jackson, Peter Jacobson, Bob Laverty, Robert McDivitt, Alice Penrose, Doug Strong, Brent Williams

**Work Group Chairs Present**: Marcia Valenstein

**Absent**: Peter Jacobson, Marianne Udow-Phillips

**CHRT Staff**: Carrie Rheingans, Melissa Riba

**Introductions**

Dick Fleece introduced Alice Penrose, the new Medical Director at Washtenaw County Public Health, who will be Dick’s stand-in for WHI Steering Committee duties if he is not available.

**Communications Update**

The Steering Committee reviewed the template of the format of the Constant Contact email blast for WHI Planning Group members and the general email announcement list. The general announcement emails will be sent to people in the general public who have requested updates through the WHI website, as well as to all Charter organizations.

**WHI Update Between August and September Steering Committee Meetings**

Carrie Rheingans will send a Project Manager’s update between the August and September Steering Committee meetings, since there are eight weeks between meetings. As always, please feel free to contact Carrie, Bob Guenzel or Norman Herbert with questions or comments.

**2013 Charter Discussion**

Bob Guenzel, Norman Herbert, Bob Laverty, and Marianne Udow-Phillips proposed extending the 2012 Charter indefinitely for each signing organization. A letter would be sent to each Charter signatory that briefly acknowledges what their organization contributed in 2012 (as reported via their in-kind donation information and WHI records) and would also thank them for their 2012 participation. Their 2012 Charter commitment would then be extended indefinitely. The Steering Committee agreed to this proposal.

**WHI Evaluation Discussion**

Note: previously, at the July Steering Committee meeting, only two goals were presented by the WHI evaluation team. They have been edited and there are now three that read as follows:

1. Increase and maintain insurance coverage for low-income, uninsured, Medicaid recipients in Washtenaw County.
2. Improve their access to coordinated, integrated care.
3. Develop a voluntary, collabortive, community-based health planning model that can be replicated in other communities across Michigan and the nation.

Review of Metric Map – The nine original WHI measures of success were developed by the Steering Committee in January 2011, before community needs were assessed, gaps identified, or projects developed. Since that time, the projects that have begun have each developed their own individual measures, which will fall under these nine original measures of success. Each project’s specific measures would then be attributable to WHI activities, while some of the larger, overarching measures of success would not be specifically attributable to WHI activities. These nine measures all fit into the three overarching goals listed above.

Melissa Riba and the WHI evaluation team will refine each project’s measures and map them to the original WHI goals. A brief update will be given at the September Steering Committee.

**Draft Report to the Community**

The Steering Committee reviewed a proposed outline of the topics to be covered in a report to the community. The report will be sent to not only Charter members, but also funders and legislators, as well as available on the WHI website. The report should focus on lives touched in Washtenaw County and should only briefly discuss the WHI process.

**Initiative-Wide WHI Tracker**

Steering Committee members reviewed the initiative-wide tracker. The *Health Affairs* article was submitted and the final version will be sent to Steering Committee members.

**WHI Project Tracker/Project Updates**

Mental Health Project – Marcia Valenstein – The project team submitted a funding proposal to the Flinn Foundation on 7/19. The project team is discussing program expansion with the Neighborhood Health Center also. A final proposal of the entire project is expected for review by the WHI financial committee by the end of September.

No additional verbal updates of individual projects were given.

**Budget Discussion**

Executive Session – CHRT staff excused.

**Next Steering Committee meeting: Friday, September 28, 3:00 pm – 4:30 pm**