



Hope & Progress for All

Council of Partners Meeting
Wednesday, May 27, 2020, 2:30 PM – 4:00 PM

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Password: 956690

Agenda

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|--|--------------|
| 1. Welcome & Introductions | Rob Dyer |
| 2. Review of Minutes from March 25 th Council meeting | All |
| 3. Executive Director’s Report..... | Mark Peters |
| 4. Task Force Implementation Plan | Task Force |
| 5. Finance Team Report and Interim Budget Recommendation. | Joy Paeth |
| 6. Communication Team Update | Laurie Bauer |
| 7. Review Team Update | Doug Stewart |
| 8. Summary of Recommendations/Action Items | Rob Dyer |
| 9. Closing Comments..... | Open |

HEALTHIER TOGETHER Council of Partners
Wednesday March 25, 2020; 2:30PM-4:00PM

Zoom Conference Call Hosted by First United Presbyterian Church
Meeting Minutes

Attendees: Laurie Bauer, Dr. Rita Boyd, Tiffany Davis, Rev. Rob Dyer, Bruce Holland, Mark Peters, Joy Paeth, Mike Riley, Rev. Charles Rogers, Jim Sheldon, Jim Wallis, Robert Wells, John West, Cassandra Williams.

I. Welcome/Review of January 29th Council Meeting Minutes

1. Reverend Dyer opened the meeting at 2:34 with welcoming remarks and an invitation for roll-call introductions from attendees.
2. A motion to accept the notes from the January 29th, 2020 Council meeting was made by Mike Riley, seconded by John West and unanimously approved.

II. Executive Director's Report

1. Mark referred Council members to the Director's Report circulated earlier via email. He provided an opportunity for members to ask questions about any of the details in Sections I & II and asked to defer any discussion on the recommendations presented in Section III until after the Administrative Team reports. Attendees agreed that receiving the Director's Report in advance was a good practice to continue for future meetings.

III. Finance Report and Team Update

1. Joy provided a summary of HEALTHIER TOGETHER'S finances as of February 29th - all expenses and contributions through February have been reconciled with the United Way leaving HEALTHIER TOGETHER with a current net balance of \$127,648.64. Follow-up information was provided to let the Council know that a previously estimated contribution of \$20,000 was amended to an actual amount of \$33,110 once the United Way of Greater St. Louis received and deposited the check from the Ever and Anon Foundation. Mark also indicated that March income and expenses (including a recent invoice for website services) would be reported to the Finance Team after the usual end of month processing is completed by the United Way and the Health Department.
2. A motion to accept the Finance Report was made by Bill Kreeb, seconded by Mike Riley and unanimously approved.
3. Joy also provided an update on the Finance Teams' final draft of the Bylaws sent out to the Council on 3/20/2020 and concurred with a Council members recent suggestion to add "citizens" to the composition list included in SECTION 4.02 COUNCIL OF PARTNERS. Follow-up discussion did not yield any further additions and Rob indicated that the Council could amend the bylaws in the future as needed.
4. A motion to accept the HEALTHIER TOGETHER Bylaws was made by Bruce Holland, seconded by John West and unanimously approved.

IV. Communications Team Update

1. Laurie provided an update on the Communication Teams' decision to reschedule the May 13th HEALTHIER TOGETHER Summit until the Fall. She will meet with our host at Faith Family Church to select the best date. She also indicated that the quarterly newsletter is expected to go out in early April and the fundraising brochure is nearing completion.

2. Laurie invited the members to take some time to look at the website changes that were completed by the staff and the Moonlight Computing team over the last two months. These changes and the 76% increase in traffic are a cause to celebrate.

V. Review/Process Team Update (aka Work Group Support)

1. Mark updated the Council on the progress Doug is making on the Quality Improvement (QI) work with the Review Team and Work Groups – including a meeting held with the Review Team on March 10th. In lieu of the current social distancing concessions, Doug will work with the staff and Review Team to complete this process once the COVID-19 crisis is abated.
2. Mark invited other members of the Council who were working with the Work Groups to share any updates:
 - Rita shared a recent meeting with members of the Chronic Disease Work Group to expand the food voucher program into more neighborhoods and families served by District 118. Tracy Grey, District 118 Superintendent, agreed that vouchers could be given to families through Franklin and Abe Lincoln schools, which are within walking distance to the Farmer’s Market stores. A Work Group request is being prepared to allow for additional vouchers to be circulated through the schools and the Interfaith Food Pantry in April.
 - The school district has also agreed to distribute emails to parents from the University of Illinois, Extension that give food prep and cooking tips using healthy food items.
 - Because the U of I Cooperative Extension staff are unable to participate in these activities during this time, Mark and Tiffany will fill-in to coordinate voucher distribution, collection, tracking, and invoicing with the Farmer’s Market.
 - Reverend Rogers provided information about a Community Safety meeting held at the Abby Coffee Shop to initiate partnerships to build strong neighborhood Associations. The meeting included representatives from R3 Development, Ogles Neighborhood Association and Lieutenant Darren Fults from the County Sheriff’s Department. Reverend Rogers shared his vision to build upon the work of the Community Based Crime Reduction (CBCR) initiative undertaken in the Washington Park area and extend it throughout the County.

VI. Discussion on Director’s Report - Section III Recommendation for Follow-up

1. Mark opened the discussion by summarizing the intent of these recommendations to identify any adjustments and considerations needed in the next 30-45 days to address the six remaining Benchmark activities listed in the final quarter of HEALTHIER TOGETHER’s Year-One Pilot. He emphasized two reasons for considering these recommendations:
 - First, the current impact of the *COVID-19 Social Distancing* concessions upon Work Group and other HT activities would require more time for planning and implementation; and,
 - Second, the work of the Steering Team to operationalize the structural elements of the approved bylaws could proceed more effectively with the complimentary assistance of a task force of 3-5 Council members who could dedicate some time for strategic thinking, scenario planning and integration while “sheltered in place.”

Member comments shared in the follow-up discussion included:

- John West noted that since the bylaws have been approved, the committees will need help to build a business/strategic plan that clearly conveys the HEALTHIER TOGETHER movement to the community. We will need some level of support to do this in order to move forward and provide updates for the following items.
 - Building a 1, 2, and 5-year vision which includes initiatives focusing on the bigger picture of what 25 by 2025 could look like.

- Our capacity to garner support from the business community hinges on how we can demonstrate the correlation between our work and a long-term impact on economic improvements (i.e. higher quality of life and lower insurance rates).
- Reverend Dyer reminded the Council that our basic strategic plan of supporting Work Groups on the front line dealing with the public health and community issues should be preserved. He also indicated that we want to avoid getting caught up on the frontline of issues like the current COVID-19 pandemic. We aren't meant to be on those front lines, we are meant to lend support.
 - We can always add to our current mission later – for now, we need to be supporters of our Work Groups on the one hand; and we can also prepare to deploy and replicate a more intensive targeted approach similar to Enos Park on the other hand. Any new initiatives beyond this needs to be agreed on as a Council of Partners.
 - We already have a strong selling point to encourage future funding by reminding investors that support to HEALTHIER TOGETHER as a movement translates into support to the six “Dream Teams” working to improve the community.
- Joy Paeth added that we should also remind others to be mindful of good public health and personal wellness practices during this time and to stay socially connected to helping others even while staying physically apart.
- Mike Riley concurred that the importance of good health literacy is also part of our mission.
- Bill Kreeb indicated that he would like to see this task force look at the support needed by the six teams and identify ways in which we can address those needs realistically through our Council and part time staff. He noted that the Work Groups’ utilization of funding is behind schedule and the amount currently approved is still awaiting implementation. At the same time, he indicated that we should consider putting together an implementation plan based on where we see ourselves in the next year.
- Mark Peters clarified that the purpose of the task force was not to initiate anything new. This group, however, will be asked to look closely at what we set out to do through the original proposal and the adjustments we focused on after meeting with the Work Groups in Quarter Two. He stated his hope for the group to work parallel to the Steering Team in an advisory capacity to help put together a roadmap to guide us in the days ahead. This roadmap and any consulting support we use can facilitate the (tentatively scheduled) July 16th Leadership Advisory Council initiation meeting hosted by Jack Schmitt Chevrolet.
- Laurie Bauer suggested the Task Force conduct some initial discussions to outline needs and consider checking-in with the Steering Team before deciding on the use of an outside consultant.
- Bob Wells recommended that (1) the task force should be advisory; (2) communication efforts from HT should support our First Responders rather than appearing to be one; and (3) we need to get the community more engaged in understanding the participatory nature of our work.
- Reverend Dyer facilitated a wrap-up of the discussion by inviting consideration on the two recommendations:
 - A motion to convene a task force (accountable to the Steering Team) to provide advisory support and select a short-term consulting service (if needed) over the next 30-45 days was made by Cassandra Williams, seconded by Jim Wallis and unanimously approved.
 - Members who volunteered to serve on this Task Force include Rita Boyd, Bill Kreeb, Jim Wallis and John West. Their goal is to prepare an implementation plan for consideration at the May 27th Council meeting

- A motion to extend the deadline of support to our Work Groups from June 30 to December 31, 2020 was made by Bill Kreeb, seconded by Rita Boyd and unanimously approved.

VII. Summary of Approved Items/Action Items

1. Approved items:

- January 29, 2020 minutes.
- Finance Team Report.
- HEALTHIER TOGETHER Bylaws.
- Request to extend the deadline for Work Groups to request support from June 30, 2020 to December 31, 2020.
- Formation of a Task Force to help draft an implementation plan for addressing those remaining benchmark activities identified in our Pilot Proposal.

2. Follow-up Action Items:

- Mark and Tiffany will follow-up with the Work Groups to let them know about the extension period for support.
- The Finance Team will prepare six-month interim budget and present to the Council at the May 27th meeting.
- The Steering Team will meet to coordinate “next steps” for operationalizing bylaws and articles of incorporation.
- The Task Force will schedule time to prepare implementation plan to be presented to the Council at the May 27th meeting; and, serve as ad hoc advisors to the work of the Steering Team when needed.
- Staff will modify hours accordingly to remain within the limits of their July 1, 2019 to June 30, 2020 contract amount.

VI. Closing Comments

1. The next meeting is scheduled for May 27th at 2:30. Venue details will be forthcoming.
2. A motion to adjourn the meeting was made by Mike Riley, seconded by Rita Boyd and unanimously approved.
3. The meeting adjourned at 3:45 PM.

HEALTHIER TOGETHER
Council of Partners 5-27-2020 Meeting
Executive Director's Report

Since the Pandemic Social Distancing measures were put in place in March, routine activities for HEALTHIER TOGETHER staff, Work Groups and Admin Teams have been conducted through email, or video and tele-conference tools such as Zoom, Skype and FreeConferenceCall.com. The only exception to this was a shift in responsibilities for HT staff to provide direct services for the Farmer's Market Food Voucher Distribution initiative when the Chronic Disease Work Group team members and their organizations were redirected by the COVID-19 crisis. To ensure that the Work Group objective to provide families in need with access to healthy food options was maintained, the HT Work Group Coordinator and Executive Director worked with staff from the U of I Cooperative Extension, the Farmer's Market, St. Elizabeth's Hospital, District 118 Schools and the Belleville Inter-Faith Food Pantry. Below is a brief list of additional activities conducted over the last 60 days.

I. Public & Professional Meetings/Presentations – HEALTHIER TOGETHER staff participated in 35 online meetings, webinars and conferencing events related to the following:

1. Briefings of Coronavirus Pandemic updates hosted by the St. Clair County County Chairman and EMA Director.
2. Weekly or Bi-Weekly Regional COAD (Community Organizations Active in Disasters) meetings for Youth Coalition, East Side Aligned and other Regional service providers.
3. Population Health webinars related to crisis intervention.
4. Accessing information related to COVID-19 and Maternal & Child Health outcomes and demographics.

II. Staff Participation in Work Group/Admin Team Activities - HEALTHIER TOGETHER staff participated in 31 meetings with the six Work Groups, three administrative teams, and Roadmap Task Force team to provide aid and coordination for those action items discussed at the March 25th Council meeting. Ten of these were among the Work Groups to support their activities, the remaining 21 meetings occurred among the co-chairs, Task Force team, Steering team and administrative team (Finance, Review, Communication) members. Below is a summary of key highlights from those meetings:

1. Provided updates to all Work Groups regarding the March 25th Council decision to extend the eligibility period for Work Group support from June 30, 2020 to December 31, 2020.
2. Received, reviewed, and approved two Work Group requests for support. One from the Chronic Disease Prevention group for an additional \$4,500 to expand the Farmer's Market Farmer's Food Voucher initiative to provide needed assistance to families during the Pandemic Shelter in Place period. The other from the St. Clair County Suicide Prevention Alliance to provide \$450 in advertising for the QPR (Question-Persuade-Refer) training through an online (Zoom-based) classroom.
3. Worked with the Communication Team and Moonlight Computing staff to plan for and initiate needed modifications for upcoming Communication campaigns and Website development needs.
4. Worked with the Community Safety, Chronic Disease, Education, Maternal & Child Health, Mental Health, and Substance Use Disorder Work Groups to provide support for any meetings or activity announcements affected by the Pandemic.
5. Convened planning activities with the Finance team and the Roadmap Task Force team to prepare recommendations for year two activities.
6. Our Facebook site received an additional 104-page likes, 108 followers and an overall reach of 8,411 people. This represents a 53% increase since the March 25th Council meeting.



Roadmap to
Building
a Shared
25 by 2025
Vision



Implementation Plan
Executive Summary

July 1, 2020 – December 31, 2021

Prepared by the HEALTHIER TOGETHER Roadmap Task Force

Email: info@healthiertogether.net

Tel: (618) 792-3942

Website: www.healthiertogether.net

PO Box 304, Belleville, IL 62221



Executive Summary

The HEALTHIER TOGETHER (HT) Movement began in 2018 to improve the health and quality of life for residents in the St. Clair County and metro east region. First published in 2010, the County Health Rankings consistently ranked the health of St. Clair County in the lowest 10% for the State of Illinois. These disheartening results persisted despite the dedication and hard work of many of the health and social service organizations serving the county. We realized some things needed to change. First of all we adopted the Social Determinants of Health (SDOH) framework upon which the [County Health Rankings](#) are based. This framework acknowledges that health is more than genetics and whether one has access to healthcare. Drivers of health include factors like income, housing, education, and neighborhood safety. While many of the social service and health organizations have long acknowledged the importance of social determinants of health, we have failed to align our work towards addressing these determinants and thus have made little progress towards improving health and quality of life for those in St. Clair County. We have adopted a new approach, Collective Impact, to strategically align our efforts towards health and quality of life improvement.

The focus of the HT Movement over the past two years has been to support the efforts of groups, alliances, and coalitions working towards improvements in six strategic areas including Chronic Disease Prevention, Community Safety, Education, Maternal & Child Health, Mental Health and Substance Use Disorder. Population outcomes related to health, social, economic and environmental factors related to these six areas represent some of the most pressing health and human service needs identified in the various Community Health Improvement Plans from each of the major Health Care Organizations in our metro east area.

This last year, a pilot proposal supported by some of those major Health Care Organizations mentioned above initiated a unique and historical community-benefit partnership on behalf of our metro east communities. This partnership provided a learning opportunity for creating organizational structure and best practices for supporting activities that are strategically aligned around Community Health Improvement Plans (CHIPs). It also set the stage for establishing HEALTHIER TOGETHER as an organization dedicated to providing backbone support for strategic planning alignment to coalitions and communities working together for health and quality of life improvement.

As an organization, HEALTHIER TOGETHER is just beginning to develop the interdependent components of a [Strategy Alignment Management](#) enterprise capable of connecting its purpose to a business plan supported and managed through the Collective Impact approach. Now, more than ever, such an enterprise of supporting best practices for aligning local resources to mitigate identified needs is essential. Given the context of the COVID-19 Pandemic, this Roadmap document should be seen as a guide for compassionately balancing the art and science of the long view with the urgent need to help our communities adapt to changes brought on by crisis or exacerbated by inequities.

The [Implementation Plan](#) is incremental and dynamic in nature - intended to serve as a modifiable set of best practices for laying needed groundwork to implement or re-tool existing plans along two interdependent paths:

1. A path of support for groups working towards a shared vision of improved health and quality of life within any of the identified strategic focus areas; and,
2. A path of support for communities willing to engage in a more targeted and intensive Collective Impact approach to health and quality of life improvement.

It provides additional details that demonstrate how recommended population health-based techniques and tools for creating strategic alignment can enable higher performance with improved outcomes and learning through a shared resource architecture and management system responsive to member needs.

The Roadmap is also an appeal to the larger community to develop broader partnerships that optimize the contributions of people and processes to set and attain goals. It is a commitment to join others who employ data driven decision making that can minimize waste and misdirection of effort and resources towards achieving the goal of genuine collaboration and accountability.

HEALTHIER TOGETHER FINANCIAL REPORT

July 1st 2019 through April 30th 2020

DESCRIPTION	QTR 1 (JUL 1 – SEP 30)	QTR 2 (OCT 1 – DEC 31)	QTR 3 (JAN 1 – MAR 31)	QTR 4 (Partial) (APR 1 – JUN 30)	TO DATE	BUDGET	% BUDGET
Income							
Contributions	\$0.00	\$33,110.00	\$0.00	\$0.00	\$33,110.00	\$0.00	
Program Revenue	\$160,000.00	\$0.00	\$0.00	\$0.00	\$160,000.00	\$160,000.00	
Other Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Reimbursed Expenses	\$837.00	\$5,922.14	\$2,144.60	\$2,625.00	\$11,528.74	\$75,000.00	
Total Income	\$160,837.00	\$39,032.14	\$2,144.60	\$2,625.00	\$204,638.74	\$235,000.00	
Expense							
Work Group Support*	\$795.00	\$6,206.16	\$5,622.45	\$2,625.00	\$15,248.61	\$80,000.00	19.1%
Contractual Staff	\$15,695.00	\$19,902.50	\$19,610.00	\$4,667.50	\$59,875.00	\$70,000.00	85.5%
Consulting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%
Public Communication	\$9,710.00	\$1,723.95	\$2,212.44	\$43.65	\$13,690.04	\$38,000.00	36.0%
Development Tools	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$15,000.00	13.3%
Supplies	\$42.00	\$30.00	\$93.10	\$0.00	\$165.10	\$4,500.00	3.7%
Administrative Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0.0%
Total Expenses	\$26,242.00	\$29,862.61	\$27,537.99	\$7,336.15	\$90,978.75	\$235,000.00	38.7%
Net Balance					\$113,659.99		

* Between 7/1/2019 and 5/14/2020, Council members received and approved \$33,141 in funding requests to support Work Group activities. As of 5/14/2020, invoices in the amount of \$15,248.61 were processed for payment.

HEALTHIER TOGETHER Interim Budget Draft* (July 1 – December 31, 2020)		
CATEGORY	AMOUNT	DESCRIPTION
INCOME		
Contributions	\$ 6,000	This revenue is anticipated from the remaining assets in the Get Up & Go bank account which will be transferred over to HEALTHIER TOGETHER once the name change is confirmed.
Program Revenue	\$ 100,000	This revenue is the anticipated roll-over of year one funds coming from the United Way of Greater St. Louis account.
Reimbursed Expenses	\$ 40,000	This revenue is an estimated amount of those funds previously approved but not yet invoiced through the SCCHD.
Total Income	\$ 146,000	
EXPENSE		
Work Group Support	\$ 60,000	Costs anticipated to provide Work Group support, including the carry-over support approved in the Year-One Pilot that is still awaiting implementation and reimbursement.
Contractual Staff	\$ 42,600	Contractual costs anticipated for Executive Director and Work Group Coordinator for a maximum of 600 hours each.
Consulting/Collaboration	\$ 17,150	Cost anticipated to provide professional facilitation and support tools for cross-sector collaboration. This category was combined with the Year-One line item previously listed as "Development Tools."
Communication	\$ 15,000	Cost anticipated to implement the communication strategy.
Supplies	\$ 4,750	Cost anticipated for routine meeting supplies, printing and monthly subscription fees (i.e. MailChimp, Eventbrite, etc.)
Travel	\$ 300	Based on monthly averages from year-one. Mileage costs are estimated at 480-520 miles using the 2020 mileage reimbursement rate of 57.5 cents per mile.
Administrative Fees	\$ 6,200	Costs anticipated for 501(C)3 required financial management, liability insurance and auditing services.
Total Expenses	\$ 146,000	
<p>*Budgeted amounts are based on the most conservative revenue projections using only current assets during the COVID-19 Pandemic period. If additional revenue sources are identified as earlier anticipated, expense categories can be modified to expand support where needed.</p>		