

**Hampden County
Shared Public Health Nurse Assistance
Oversight Committee Meeting**

Community Innovation Challenge Grant FY14

Minutes

June 10, 2014

Pioneer Valley Planning Commission (PVPC)

Springfield, MA

Present: Ted Locke, EMD from Tolland; Francine Rusiecki, Director of Nurses at Ludlow; Angela Kramer, Shared Public Health Nurse; Jeanne Galloway, BOH Director at West Springfield; Billy Gorman, East Longmeadow Board of Selectmen and Chair of the BOH; Joshua Mathieu, Palmer Board of Health Agent; Tom Fitzgerald, Southwick Board of Health Agent

Others Present: Joshua A. Garcia, PVPC Municipal Services Coordinator; Nikki Nixon, PVPC Public Health Emergency Preparedness Planner; Erica Johnson, PVPC Senior Planner; Beverly Hirschhorn, Longmeadow Health Director; Nicole Rau, MDPH Intern; Aj Juarez, ReadyEDI Consultant; Tom Taaffe, ReadyEDI Consultant; Gail Gramarossa, ReadyEDI Consultant

Meeting began at 3:05pm

1. Report from the shared Public Health Nurse:

- Angela Kramer provided a report to the Oversight Committee of work completed during the months of April and May. She reported various trainings she has completed that will contribute to the effectiveness of her work as the shared nurse.
- She is still in the process of meeting with participating municipalities to identify needs. She will be completing individual scopes with each community during the process.

2. ReadyEDI Consultant Group:

- ReadyEDI team gave a presentation to the Oversight Committee of their plan for implementation of the community health assessment.
- ReadyEDI worked with Oversight Committee to identify priorities of the group. It was agreed that the priorities are the public health outcomes identified in the County Health Rankings.
- ReadyEDI agreed to do community profiles for Springfield, Holyoke and Chicopee realizing that although they are not participating in this CIC grant period, public health outcomes in these cities greatly affect the data with the Hampden County region. These community profiles will be based on existing data.

3. Public Health Community Education Coordinator - Evaluation

- Only 1 person responded to the RFP. Individual evaluations were reviewed and collected. Members of the Oversight Committee agreed to move forward with recommending to PVPC's CPO to award KC-Consultant Services the contract.

4. Other Business

- Garcia provided an update with progress on meeting deliverables for the CIC grant. The first reporting period ends June 30th. So far we have been meeting up to the expectations of the first reporting period. The last two deliverable that are currently in the process are the collection of 100% of the MOA's and the collection of the scope of services the shared nurse is to write up with each community she is providing nursing services for.

Meeting adjourned at 4:45pm.