Central New York (CNY) Population Health Improvement Program (PHIP)
Kick-off Meeting
2/26/15, 11:00 AM – 2:00 PM
HealtheConnections, Syracuse, NY

Agenda Item (Presenter/Facilitator)  Action Items / Next Steps

Welcome (Rob Hack)
The Executive Director of HealtheConnections (HeC) welcomed all of the County Agents participating in PHIP and emphasized that he considers everyone to be part of the PHIP team. In HeC’s work as a Regional Health Information Organization (RHIO) for the region, it is a neutral convener of healthcare providers and plans to build on this to improve population health. He also stated that PHIP is more than just a program, but a way to establish sustainable regional collaborations that can be effective at achieving better population health.

Introductions (Rachel Kramer)
HealtheConnections PHIP staff introduced themselves and described their background and former affiliations.

All representatives of PHIP County Agents were asked to introduce themselves and provide a brief description of their organization’s role in their county. Several participants also expressed their excitement for PHIP and how it connects to their local county efforts.

Representatives from John Snow, Inc. (JSI) and Apter and O’Conner (A&O) each introduced themselves and indicated their role as consultants to PHIP. The JSI representative, Alec McKinney, joined the meeting by phone, but indicated that Craig Stevens will be the main contact from JSI going forward.

PHIP Overview (Rachel Kramer)
A slide show and handouts were used to provide a brief overview of PHIP, starting with the goals and expectations from the NYS Department of Health for all regional PHIP contractors statewide. The objectives for CNY’s implementation of PHIP were also shared as well as the expected roles and responsibilities for HeC staff, County Agents, JSI, and A&O. [See slideshow for details]

*Slides will be shared with meeting attendees via email by 2/27.*
CNY PHIP Framework and Approach (Bruce Hathaway)

An overview of the “vertical” and “horizontal” framework for the county and regional work under PHIP was provided. The framework was used to emphasize how leveraging connections between County Agents, stakeholders and HeC staff to share experiences and expertise will lead to a greater regional impact. A recommended model for an approach to tackling county-level and cross-county work was also presented. A set of 9 phases were described, including examination of population data, reviewing evidence-based practices, and considering how County Agents might add value to work already underway in their counties and contribute to work at a regional level. It was noted that while the model looks like a linear approach, in reality, it will be a cyclical process, with the PHIP team moving both forward and backward through prepping, planning, acting, and sharing. [See slideshow for details]

Questions:

- A question was asked by a representative from Oswego County regarding the ability of HealtheConnections to share RHIO data with the counties, specifically sub-county data, for a better understanding of local patterns? Rachel & Rob answered by saying there is an expectation this will be possible in the future. Rob discussed the need to increase the quantity and quality of the data being fed into the HIE. Without widespread participation at the county level, the data that can be shared to support population health initiatives will remain limited.

Example of PHIP Approach (Megan Lee)

Continuing with the slide presentation, an example of an application of the 9-phase approach (described above) was provided, using a fictitious county (Lincoln County). Details of how Lincoln County worked through each of the phases leading to the decision to focus on increasing breastfeeding within their county and throughout the region, was described. [See slideshow for details]

Comments:

- A representative from Oswego County made a comment that the Lincoln County example was a good one and represented a scenario that was very true to what happens at the county level.
Working Lunch - Discussion of County Priorities (Mary Carney)

Given the central role of the Prevention Agenda priorities in the work of PHIP, each County Agent was asked to share priorities identified in the Community Health Assessments (CHAs), Community Health Improvement Plans (CHIPs) and hospital Community Service Plans (CSPs) in their county. Some counties also included population health priorities that were not officially selected by the county but were thought to be areas that should have been county priorities. Current initiatives that addressed the priorities were also described in some cases. A discussion was facilitated about the population health priorities across the region, as well as assets, challenges, and experiences that counties have in common. A summary grid of the Prevention Agenda Priorities selected across the CNY region was also provided as a handout.

Some of the assets identified included longstanding partnerships with common goals, the existence of some cross-sector groups and cross-pollination, stakeholders being interested in working together, the potential for engaging providers, the extensive work already being implemented and the addition of the new funding to the region.

Some of the challenges identified included the contrast between rural vs. urban planning needs, the divide between mental health and public health, transportation/mobility management, other upstream issues, health equity/health disparities, competing hospital systems, need for infrastructure growth, provider engagement, need for sub-county data, funding, coordination and county borders.

Key Statements/Comments:

- For rural areas of Central New York, transportation is a significant barrier for consumers. Specifically, families with a single car that one parent takes to work, leaving a second parent & children without transportation; geographic features, like lakes, making public transportation scarce in certain areas; populations with chronic conditions have increased need to see providers (thus need for transportation); transition from bus to car service for transportation of patients; insufficient cabs or resources for cabs; Medicaid redesign has had a negative effect on transportation.
- Adequate housing remains a significant, and frequently unidentified issue.

- HeC PHIP team will email the link to the guidance counties were given to develop Prevention Agenda priorities.
- County Agents should review the grid of priorities and consider collaboration with other counties working on common priorities.
• Segmentation of different sectors, and a need to communicate & band together, with some counties able to illustrate how they have successfully done this.
• Mental health should be a bigger focus across the counties. Mental health is frequently housed separately from traditional health, and is not included in these conversations about health priorities.
• Need for broadband in some areas to make it possible for “tele health” and “telemedicine”, especially in rural areas.
• Counties are doing more work than is reported through these “official” indicators and government channels.
• Some areas for PHIP to support were identified:
  o Need for resources and capacity building in areas of health equity and evaluation
  o Need for sub-county data
  o Need to engage more stakeholders in providing input for next round of selecting county priorities

**Stakeholder Mapping (Bruce Hathaway)**
Given the foundational role that stakeholders are expected to play in PHIP, County Agents were asked to identify which stakeholders were most important to PHIP in each of their counties, categorizing them by the 14 categories of stakeholders identified by the NYSDOH. A discussion was facilitated about the stakeholder categories most frequently selected, how to best engage select stakeholders in the work of PHIP and what they can bring to the work.

**Key Observations and Statements:**

• Few stakeholders were identified within categories of unions and local housing
  o Key to engaging unions is helping them understand an incentive to be engaged in health improvement (e.g., increased productivity/decrease absenteeism, creating smoke free environments)
• Many stakeholders were identified under the health service provider category but some indicated challenge in engaging this group
  o Recommendation to use data (e.g., from electronic health records) to leverage this relationship and engage providers
  o Recommendation to educate providers about resources in community to engage them and encourage them to share with their patients

• **HeC PHIP Team will send electronic version of expanded stakeholder grid and stakeholder quadrant figure to County Agents**
• Many stakeholders also identified within local public health officials and other local officials category
  o Recommendation to find health champions among local officials to engage
  o Recommendation to tie in state and local representatives and invite to meetings. They can also be engaged in activities around social determinants of health and more “upstream” issues (e.g., need for broadband, transportation, infrastructure improvements)

• Stakeholders identified under school category included higher ed., BOCES and local school districts.
  o These organizations may be source of free labor to work on specific projects or collect data
  o Can be partners in addressing health and public health workforce issues
  o Possible to link to school wellness committees
  o University faculty may have funding and be interested in partnering around collaborative projects and evaluation activities

• Engaging other stakeholders by demonstrating how health impacts their work, business or newly funded projects, and helping them see the connections with the goals of PHIP may be effective.

• PHIP work may play a role to support already existing requirements to meet guidelines or implement health-related policies within some organizations or businesses (e.g., worksite wellness initiatives).

• Horizontal or regional stakeholders are also important to consider. These may include associations, regional meetings of groups like PH directors, CenterState CEO or other regional groups focused on economic development.

• Stakeholders from business community and higher education may be useful in developing processes for County Agents and regional initiatives

• Overall, stakeholders represent potential for new opportunities and connections across the region.

• Two figures were shared: 1) an expanded stakeholder mapping grid with additional categories to help County Agents identify and engage stakeholders and 2) a figure to categorize stakeholders in four quadrants representing the relationship between influence/power and interest in engaging in the PHIP work.
Next Steps and Closing (Rachel Kramer)

Information was provided about the plans for setting up subcontracts, reporting to HeC and payments from HeC to County Agents. Several next steps were identified, including a governance planning meeting scheduled for March 6th, the plans for HeC PHIP staff to lead county assessments/inventories with each County Agent, expectation for monthly meetings of the County Agents as part of a steering committee and weekly check-ins with PHIP staff assigned to each county.

• HeC PHIP team will send feedback survey and meeting minutes via email to attendees.
• March 6th governance meeting scheduled with County Agents and JSI
• County Agents asked to identify stakeholders that could serve on Regional Advisory Committee.
Contact Info for Meeting Attendees (Alphabetized By Organization):

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Organization</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Smith</td>
<td>Associate</td>
<td>Apter &amp; O'Connor</td>
<td><a href="mailto:nhsmithconsulting@gmail.com">nhsmithconsulting@gmail.com</a></td>
</tr>
<tr>
<td>Jessica Soule</td>
<td>Program Coordinator</td>
<td>Cayuga Community Health Network</td>
<td><a href="mailto:jsoule@cayugahealthnetwork.org">jsoule@cayugahealthnetwork.org</a></td>
</tr>
<tr>
<td>Kristen Vennero</td>
<td>Director of Business Development</td>
<td>CNY Health Home Network</td>
<td><a href="mailto:kristen.vennero@upstatecp.org">kristen.vennero@upstatecp.org</a></td>
</tr>
<tr>
<td>Laura Eannace</td>
<td>Executive Vice President</td>
<td>CNY Health Home Network</td>
<td><a href="mailto:laura.eannace@upstatecp.org">laura.eannace@upstatecp.org</a></td>
</tr>
<tr>
<td>Bruce Hathaway</td>
<td>Senior Population Health Analyst</td>
<td>HealtheConnections</td>
<td><a href="mailto:bhathaway@healtheconnections.org">bhathaway@healtheconnections.org</a></td>
</tr>
<tr>
<td>Dr. Jef Sneider</td>
<td>Medical Director</td>
<td>HealtheConnections</td>
<td><a href="mailto:jsneider@healtheconnections.org">jsneider@healtheconnections.org</a></td>
</tr>
<tr>
<td>Mary Carney</td>
<td>Population Health Analyst</td>
<td>HealtheConnections</td>
<td><a href="mailto:mcarney@healtheconnections.org">mcarney@healtheconnections.org</a></td>
</tr>
<tr>
<td>Megan Lee</td>
<td>Population Health Analyst</td>
<td>HealtheConnections</td>
<td><a href="mailto:mlee@healtheconnections.org">mlee@healtheconnections.org</a></td>
</tr>
<tr>
<td>Rachel Kramer</td>
<td>Population Health Improvement Director</td>
<td>HealtheConnections</td>
<td><a href="mailto:rkramer@healtheconnections.org">rkramer@healtheconnections.org</a></td>
</tr>
<tr>
<td>Rob Hack</td>
<td>Executive Director</td>
<td>HealtheConnections</td>
<td><a href="mailto:rhack@healtheconnections.org">rhack@healtheconnections.org</a></td>
</tr>
<tr>
<td>Bonnie Slocum</td>
<td>Executive Director</td>
<td>Madison County Rural Health Council</td>
<td><a href="mailto:slocum.bonnie@mcruralhealthcouncil.org">slocum.bonnie@mcruralhealthcouncil.org</a></td>
</tr>
<tr>
<td>Kathy Turner</td>
<td>Bureau of Health Promotion Director</td>
<td>Onondaga County Health Department</td>
<td><a href="mailto:kathyturner@ongov.net">kathyturner@ongov.net</a></td>
</tr>
<tr>
<td>Diane Oldenburg</td>
<td>Senior Public Health Educator</td>
<td>Oswego County Health Department</td>
<td><a href="mailto:diane@oswegocounty.com">diane@oswegocounty.com</a></td>
</tr>
<tr>
<td>Jiancheng Huang</td>
<td>Director</td>
<td>Oswego County Health Department</td>
<td><a href="mailto:jhuang@oswegocounty.com">jhuang@oswegocounty.com</a></td>
</tr>
<tr>
<td>Brian Coleman</td>
<td>Rural Health Network Coordinator</td>
<td>Oswego County Opportunities</td>
<td><a href="mailto:bcoleman@oco.org">bcoleman@oco.org</a></td>
</tr>
<tr>
<td>Brenda LaMay</td>
<td>Community Health Services Director/ Nurse Practitioner</td>
<td>Oswego Health</td>
<td><a href="mailto:blamay@oswegohospital.org">blamay@oswegohospital.org</a></td>
</tr>
<tr>
<td>Jackie Carlton Leaf</td>
<td>Executive Director</td>
<td>Seven Valleys Health Coalition</td>
<td><a href="mailto:jackie@sevenvalleyshealth.org">jackie@sevenvalleyshealth.org</a></td>
</tr>
</tbody>
</table>
**PHIP Steering Committee Meeting**  
March 23, 2015, 12:30 pm – 1:30 pm  
Conference Call: 1-866-945-2255, Conference Code: 8107361

**Attendees:** Rachel Kramer, Bruce Hathaway, Mary Carney, Megan Lee, Kristen Vennero, Bonnie Slocum, Jackie Leaf Carlton, Erin Ladoceour, Rebecca Shultz

### Agenda Item (Facilitator)  
#### Action Items / Next Steps

**Introductions (Rachel)**  
When reviewing the draft Governance Plan, some County Agents had questions about how county-level stakeholder groups should be structured. This was purposefully left out of the Governance Plan because it is expected that county-level stakeholder engagement will vary by county. This call is intended to be an opportunity for everyone to share their ideas about how to structure a county-level advisory group and learn from each other. (Megan will be reporting for Oswego and Cayuga Counties.)

**Structure for County Agent Stakeholder Groups (Bruce)**  
There is no right or wrong way to organize within a county. All County Agent stakeholder groups should aim to have these core elements:

- **Bidirectional communication** – a way for County Agent to communicate PHIP activity to stakeholders, and for stakeholders to communicate with County Agent / PHIP

- **Transparency** – openness about how the group is organized, publicly-available minutes, workplan, process

- **Meaningful engagement** – meeting not just for the sake of meeting, but with the genuine goal of getting input from all that will be taken into account in work to address population health

- **Process for decision making** – each county should think through and be deliberate about its process for making decisions (formal or informal); stakeholders need to be engaged in the process at some level

- **Broad stakeholder engagement** – PHIP work asks us to go beyond the traditional partners in health work, broadening the types of stakeholders that are involved

Consider the idea of circles of engagement, where there is a core group who is most engaged and providing the most input, and larger circles engaged to lesser degrees. The PHIP work aims to
move the non-traditional partners closer to the core, even though they may never get to the center. It is possible that the 6 counties will structure their advisement 6 different ways, and use models that range from building a new structure, to tapping into existing groups that meet for related purposes already. Decision-making process and consensus-building should be addressed in decentralized models of engagement.

Ideas on how each county will structure its stakeholder engagement:

- **Oswego** – has a Rural Health Network of 20-30 people that meet monthly; its PHIP work will mostly take place within its County Health Issues Subcommittee, which meets 1 week before the larger group; it has a formal voting structure where all issues are voted on by the subcommittee and larger group
- **Cayuga** – plans to engage stakeholders through the Rural Health Network Board, the Board of Health, and a third group of non-traditional partners that Jessica will seek out using her contacts from her previous profession
- **Madison** – has a Rural Health Network comprised of representatives from various healthcare organizations with a formal structure; likes the idea of creating a subcommittee with broader stakeholder representation (like in Oswego)
- **Cortland** – Cortland County has a Health Tract team of 25-40 people that meet quarterly; PHIP could support an expansion of how frequently they meet and leverage this group; many Seven Valleys Health Network board members participate in the Health Tract; the Health Dept. is very involved and also has committees for each Prevention Agenda priority that convenes monthly
- **Oneida** – their Health Dept. also has a subcommittee around each Prevention Agenda priority; they might use PHIP to maximize communication and work of these groups; like the ideas from Oswego and Cayuga
- **Onondaga** – is looking at leveraging the work of 3 existing groups formed around Prevention Agenda priorities, which the Health Dept. already participates in, but also hopes to engage in other activities around CHIP priorities

**Stakeholder Identification (Mary)**

The stakeholder sectors that are most represented at the county and regional levels (according to the grids provided by each County Agent) are health service providers, disability service providers, businesses, local health departments and higher education institutions. The least represented sectors are unions, • County Agents should talk with other PHIP Steering Committee members if there are stakeholder
local officials, disability rights organizations, behavioral health advocacy organizations, and schools. These results are similar to the kick-off meeting stakeholder activity.

Stakeholder identification revealed regional overlap with insurers and transportation. These stakeholders will be considered for Regional Advisory Committee.

County Agents also identified schools as an important stakeholder group where PHIP could be leveraged as a potential entry strategy. The group suggested administrators, school social workers and school nurses as potential points of contact.

**Next Steps (Rachel)**
Rachel previously emailed everyone about several activities:
- In-person meeting on 4/13
- Stakeholder identification
- Inventories of existing activities addressing county priorities
- Identifying ideas for regional activities (send within the next few weeks)

The contract with NYS DOH is moving forward. Workplan and budget templates will be sent to each County Agent.

HeC PHIP team will be contacting each County Agent to schedule a time to meet for 1 hour to conduct assessments of county capacity. The goal is to identify assets/opportunities within counties to inform PHIP work.

The Governance Plan is being revised to incorporate County Agent feedback. Rachel will send the latest draft of the document to County Agents within the next few days to get input. The Governance Plan is due to the NYS DOH by 3/31.

- Jackie Leaf Carlton will reach out to the Cortland County Mobility Manager and Medical Answering Services (MAS) to discuss PHIP and potential RAC engagement
- Bruce Hathaway will explore State DOT and insurer engagement
- County Agents will send Regional Advisory Committee recommendations to Rachel by 4/1
- County Agents will send inventories of existing activities by 3/27
- Rachel will send workplan and budget documents by 3/27
- County assessments will be scheduled within the next few weeks
- Rachel will send the draft Governance Plan to County Agents in the next few days; CAs will provide feedback
PHIP Steering Committee Meeting
April 13, 2015, 12:30 PM – 2:30 PM
HealtheConnections

Attendees: Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Rob Hack (HealtheConnections), Nancy Smith (Apter & O’Conner), Jackie Carlton Leaf (Seven Valleys Health Coalition), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network, Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Kristen Vennero (CNY Health Homes), Diane Oldenburg (Oswego County Health Department)*

*Diane was representing Brian Coleman of Oswego County Opportunities due to a scheduling conflict

### Agenda Item (Presenter/Facilitator) | Action Items / Next Steps
--- | ---
**Introductions (Rachel)** |  
**Governance Plan (Rachel)**
The status of the PHIP Governance Plan was reviewed. The plan is close to being finalized, and has been sent to NYSDOH for review. The most recent “working draft” will also be sent to County Agents and until feedback is received from the state, this document will inform how PHIP moves forward.

- HeC will email the “working draft” of the Governance Plan after receiving feedback from NYSDOH or by Friday, 4/17.

**Regional Advisory Committee Nominations (Bruce)**
Around 30 names were put forward by County Agents. HealtheConnections has done an initial analysis of the recommendations. RAC members will be selected so as to be a well-rounded team with diverse experiences and talents. We are aiming to have our first RAC meeting at the end of May. The selection, solicitation of people, and bringing them to the table is a priority.

**Website Plan Review (Megan)**
A brief update was provided about the plans to revise the HeC website to include an area for Population Health Improvement and specifically, information about PHIP. The PHIP area will have details about the work of PHIP, key resources, FAQs, and PHIP meeting agendas and minutes. There will also be a link to a separate website hosted by Healthy Community Institute, where

- HeC will launch a revised website by Friday, 4/17.
- HeC staff will send link to new website to PHIP team once it is launched.
regional population health data, promising practices and resources will be made available in an interactive format.

The revised HeC website will be launched this week with some of the initial PHIP content. Additional content will be added over time.

Healthy Communities Institute Platform (Mary)
A slide show demonstrating the Healthy Communities Institute (HCI) platform was presented, to illustrate the key functionality of the website that CNY PHIP is expecting to use to share regional population health data, promising practices and regional resources. Existing HCI websites were shared to provide examples of how a CNY site might appear.

There was discussion among the PHIP team about the usefulness of the site and questions were asked about how it could be customized for the CNY area. One question inquired about having county-specific areas where documents and other county-specific information could be added. Another question inquired about having a password protected area for a workgroup or forum on a particular topic. Some noted that it would be useful to have an online forum for the data and the qualitative data collected from community forums that help with the narrative sections needed for Community Health Assessments, grant applications, etc.

HeC PHIP staff will continue to work with HCI around the details for launching the CNY HCI site and will continue to get input from the County Agents regarding key decisions for content, layout and functionality of the site. There is also a plan to present the proposed site to the Regional Advisory Committee to get their input.

Regional Pilot Project Ideas (Rachel, Bruce)
Pilot project ideas:

- **Health Equity forums** – Bruce presented on an idea that came out of the Healthy Syracuse coalition (about 20 organizations working on chronic disease issues in Onondaga County). They are proposing to bring together national experts, local experts, and consumers affected by health issues into local forums. They would like to have a dialogue about health equity and then develop “next steps” that they could implement in their communities. If PHIP partnered on this, we could work with JSI and use this process as an opportunity to identify and share best practices related to health disparities and to identify trainings around consumer engagement. If the group is

- HeC will send out links to HCI sites to allow PHIP County Agents a chance to review examples.
- HeC will reach out to County Agents to get input on website layout, content and functionality by 4/29.

- HeC will discuss the pilot project ideas further and then reach out to County Agents who proposed or expressed interest in various ideas ASAP.
interested, the idea could be piloted in Syracuse and then potentially rolled out to other counties. Specifically, interested County Agents could help shape and attend an Onondaga County event, and then “peel off” to hold a similar event in their own county with the support of PHIP. [Other counties were supportive, felt that this would not conflict with existing efforts but could add value to existing efforts. Bruce will work with Healthy Syracuse to continue to explore this idea.]

- **Tobacco work** – Cayuga County used to have an active tobacco coalition working on smoke-free housing, but the coalition is now based out of Oswego. Smokefree housing is a major issue and relates to health disparities. Kristen brings the perspective of a landlord. Mary formerly worked with the NYS Tobacco Control Program on smoke-free housing. Some communities are interested in work on tobacco-free zones (around parks, municipal buildings, etc.) In Oswego they are working on smoking cessation issues and targeting new moms, trying to connect them with tobacco-free housing, parks, etc. In Madison (and Oneida) Counties, BRIDGES does this work. [All counties were interested in this topic. This is a priority topic for Oneida County.]

- **Breastfeeding** – There are concerns related to healthcare coverage for breastpumps. Doctors do not know which pumps are reimbursable. In Cortland County, the Breastfeeding Partnership initiatives need help with baseline data; the data collection methods have changed mid-intervention and now their indicators appear worse than when the coalition started. Getting women breastpumps remain a problem. This is a priority topic for Oneida County.

- **Building capacity to address Built Environment issues** – Onondaga County would like to work on integrating health into decision making in the community. Right now the Health Dept is not at the table when infrastructure projects are planned, so they cannot start having conversations about Health Impact Assessments. I-81 presents a major opportunity. Health in All Policies is on the radar of many these days. [Other counties have this issue. Oswego County Health Dept also would like to have a greater presence at many community discussions.]

- **Heroin use** – this is a huge issue regionally. [All concurred.]

- **Suicide prevention** – in Oswego they are looking at implementing better screening. Diane was not sure if any particular age group is targeted.
• **Chronic Disease Self-Management and Diabetes Prevention Programs** – most communities use these and mentioned them during the county assessment interviews. A regional approach to marketing these programs would be helpful. The challenge is engaging insurers and getting doctor’s offices to prescribe the self-management classes. A regional PHIP-supported training might be of value. Cortland County (Seven Valleys) has a master trainer. A toolkit for providers might be valuable. There is potential to do referral to CDSM programs through MyConnections. Insurance coverage for classes varies widely. A regional push to get insurers on the same page about this would be helpful. The YMCA and QTAC may be helpful for gathering data on program success.

• **Obesity** – this is a priority topic for Madison County. With the Creating Healthy Places grants ending, there may be many communities that have gaps in evidence-based programs related to obesity prevention. Sustaining the momentum of the CHP grants will be difficult in many places. Bruce has done a training on sustainability to help Onondaga County’s CHP program figure out how to sustain various initiatives; this is a resource that other counties might benefit from. Oswego is piloting a program in an elementary school. The new version of the CHP grants include many of the same initiatives, but the new regions are different.

There will likely be multiple pilot projects happening at the same time. We do not expect all counties to participate in every pilot project. The RAC will help decide which activities to pursue.

**Future Trainings To Be Offered (Mary, Megan)**

The most popular training topics identified from the Kick-off Meeting survey were:
- How to Make Data-driven Decisions
- Health Equity
- Evaluation Methods

**Update on HeC work with JSI and A&O (Rachel)**

HeC will continue working with Nancy and the Apter & O’Connor team, who are supporting PHIP in evaluation work.

- Nancy is working to prepare a report around site-specific best practices

HeC is working with John Snow Inc. to develop several documents (the Strategic Plan, the Business Plan, a Benchmarking Report, a report on Best Practices to Reduce Health Disparities, and a

- Nancy will prepare a report about site-specific best practices.
- JSI will continue development of numerous reports.
Community Engagement report). HeC will collaborate with JSI on the Health Equities pilot project if this is pursued.

**Next Steps (Rachel)**

County Agents will be sending budgets, workplans, and monthly reports. Everyone should contact Bruce, Mary, or Megan with questions.

County Agent Subcontracts will be sent to NYS DOH on Tuesday or Wednesday for state level approval. Once approved by the state, HeC can move forward processing the contracts with each County Agents.

Everyone should have sent in their stakeholder engagement spreadsheet already. HeC will continue moving forward on formation of the RAC, thinking through the pilot project ideas, and pursuing the HCI website.

- *County Agents will send budgets and workplans by Friday, 4/17.*
- *County Agents will send monthly reports by Tuesday, 4/21.*
**PHIP Steering Committee Meeting**  
*May 11, 2015, 12:30 PM – 2:30 PM*  
**HealtheConnections**

**Attendees:**  
Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Jackie Carlton Leaf (Seven Valleys Health Coalition), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network, Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Kristen Vennero (CNY Health Homes), Brian Coleman (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item (Facilitator)</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introductions (Rachel)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Regional Advisory Committee Update (Bruce)</strong></td>
<td>• Bruce will prepare a list of all the Regional Advisory Committee members to distribute at first meeting.</td>
</tr>
<tr>
<td>There has been a good response to invitations; to date, 26 people have confirmed they will participate. Nobody has declined to participate and we are still waiting to hear back from a few people. Bruce reviewed the list of confirmed members by sector. The first meeting of the Regional Advisory Committee will be May 27, 2015 at the HealtheConnections office in Syracuse.</td>
<td></td>
</tr>
<tr>
<td><strong>Website Update (Mary)</strong></td>
<td>• Mary will email the link to Poll #3 after the meeting.</td>
</tr>
<tr>
<td>Megan and Mary are working to update the Population Health Improvement area of <a href="http://www.healtheconnections.org">www.healtheconnections.org</a> with some general resources. The Healthy Communities Institute has been working with Mary and Rachel on the HealtheCNY site branding. There was a good response to the two polls sent to gather input. Poll #3 will include questions about the tagline, images, and other homepage features. We will use future polls to help determine which features county stakeholders would like on the county-specific pages. Those pages should have a standard look, with areas for county-specific documents, data, etc. County Agents liked the idea of county specific pages as long as they all have a similar look/feel. Some County Agents will be recruited to participate on a website subcommittee.</td>
<td></td>
</tr>
<tr>
<td><strong>Regional Pilot Project Proposal Update (HeC Team)</strong></td>
<td></td>
</tr>
<tr>
<td>NYSDOH released two new reports summarizing the Prevention Agenda goals and interventions selected by each health department and hospital. From this, HeC staff developed a new document summarizing the Prevention Agenda priorities in CNY.</td>
<td></td>
</tr>
</tbody>
</table>
Most of the goals shared by multiple counties relate to 3 focus areas: obesity, tobacco, and chronic disease management. The new summary document was distributed.

The results of the survey of interest in participating in workgroups on the 8 regional project topics were discussed. CNY PHIP is in a planning stage and determining its strategy and capacity. HeC staff are exploring some of the project areas more aggressively than others and will not address all topic areas equally. It’s expected that PHIP work will be a combination of planned work and taking advantage of opportunities that present themselves.

County Agent capacity to participate in workgroups addressing the regional projects was discussed. Two groups is reasonable, with 3-4 possible if other stakeholders are available to participate. The website work should be counted as one regional workgroup.

*Each regional project idea was discussed as follows:*

**Obesity** - All counties are interested in participating in regional work related to obesity. Breastfeeding, Built Environment, Health Equity, etc. have obvious areas of overlap with this topic. Each County Agent discussed the existing efforts within their county to address obesity.

Activities included: cooking demonstrations/classes, community kitchens, farmer’s markets, mobile markets, grocery store tours, Creating Healthy Places programs (grant funding ending in the fall), complete streets, bike safety, Cycle in the City program, physical activity and nutrition promotion in schools, FIT Kids program, Girls on the Run, program promoting/connecting trails for walking and biking, menu brochures, community gardens, container garden promotion, walking maps, fitness events, FQHCs writing prescriptions for healthy food, developing toolkits, local supermarket partnership to promote healthy food purchases with incentives and tracking of purchases, worksite wellness, promotion of drinking tap water, promotion of restaurants serving smaller portions, CSAs (community supported agriculture), school based policies re: vending machines, HealthyNow Teens – promoting getting active, and National Diabetes Prevention Program (NDPP).

Madison County Health Dept has a resource of strategies to address obesity available at [http://www.healthymadisoncounty.org/linkeddocs/data/data-obesymc3-2.pdf](http://www.healthymadisoncounty.org/linkeddocs/data/data-obesymc3-2.pdf)
Many noted that there is no central place to find out which activities are going on in the region. The PHIP website could create a central place for this information.

Bruce discussed a sustainability workshop he conducted with the Onondaga County Creating Healthy Places program. It introduced a process for the group to prioritize activities and determine who will do work when funding ends. The workshop introduced some science-based resources have been developed to address sustainability and walked people through a 10-step process to achieve their sustainability goals. PHIP could offer Sustainability Workshops, training County Agents in the process so they can become a resource to their communities.

**Chronic Disease Self-Management Program** – A workgroup met last week and developed logic models relating to the identified problems. They are drafting objectives and will meet again soon. They are aiming to present possible plan to the Regional Advisory Committee on 5/27.

**Health Equity** – Listening forums or dialogues may be a first step. The Health Equity message may be combined in work on other areas. The Healthy Syracuse group is continuing to explore this topic. JSI is working on a report about Health Equity.

**Tobacco** - There have been preliminary conversations about possible roles that PHIP could play around tobacco work in CNY.

**Heroin** – This is a topic of interest across CNY, but there are less coordinated activities addressing it in the region (in comparison to the work around tobacco). Further effort is needed to explore a role that PHIP could play in this area.

**Breastfeeding** – Initial conversations around a role that PHIP could play to address breastfeeding have also occurred. This issue will continue to be explored.

**Suicide** - This topic has not been explored, but may be in the future.

**Built Environment** – Initial discussions around work addressing the built environment have occurred. This issue will continue to be explored.

- *Mary will email the CDSMP Logic Models to the group on 5/12.*
**County Updates (County Agent Representatives)**

In the interest of time, each county was asked to give one brief update on what they are doing related to PHIP in their county.

- **Cortland** – attending meetings of the Breastfeeding Partnership, mental health group, etc. and finding out about existing efforts; trying to start the NDPP
- **Madison** – working on a job description to hire someone to help with PHIP work.
- **Onondaga** – got approval to hire someone for PHIP
- **Oneida** – Kristen is convening a stakeholder group on May 21st to support Oneida County’s PHIP work
- **Oswego** – sent new people for CDSMP training
- **Cayuga** – trying to design a chronic disease survey for Cayuga County to plot protective & risk factors

**Next Steps/Updates (Rachel)**

- HeC staff submitted the PHIP quarterly report to the NYSDOH for the first quarter of the program.
- County Agents were asked to submit agendas and minutes from county-level stakeholder engagement meetings to the HeC staff for submission to the NYSDOH.
- County Agents were asked to submit their signed contracts to HeC staff.
- HeC is still waiting for the contract with NYSDOH to be fully executed.
- People were asked whether future monthly meetings should be in person or by phone. The group decided to continue meeting in person on a monthly basis. Meetings should be on the 1st Monday of each month from 1:30pm – 3:30pm.

- **County Agents will submit agendas and minutes from county stakeholder meetings**
- **County Agents will submit signed contracts to HeC**
- **Rachel will send a calendar invite for steering committee meetings through May 2016.**
PHIP Steering Committee Meeting
June 1, 2015, 1:30 PM – 3:30 PM
HealtheConnections

Attendees:
Rob Hack (HealtheConnections), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Kristen Vennero (CNY Health Homes), Brian Coleman (Oswego County Opportunities)

Agenda Item (Facilitator) Action Items / Next Steps

Review Regional Advisory Committee Meeting (Rachel)
Rachel solicited feedback from Steering Committee members (and any Regional Advisory Committee members that have been in communication with SC members) about the first Regional Advisory Committee meeting. Overall, the meeting was well received, helped to get all involved on the same page. To improve future meetings we will include more time for networking before or after the meeting. We will also define roles more concretely and determine action items for all R.A.C. members.

Some HeC staff recently attended a webinar introducing a framework for stakeholder engagement. Following initial planning meetings, groups meet for 15 minute “huddles” by phone to check in and decide whether to stay on course. The idea is less meeting, and more doing. PHIP will see if this works for some of its project groups.

Update on Convening Activities (Bruce)
Bruce provided updates on health equity and Listening Forum plans. These activities are currently being planned for and implemented in urban Syracuse in Onondaga County, but it is expected that they will be rolled out in rural areas and counties. The Listening Forum is taking place next week (6/11).

- JSI is working on a report to clarify the definition of health equity, health disparities, health inequality, and other related terms. This will be used to inform the approach and action of the stakeholders at work on this.

- Bruce will organize a conference call with some Steering Committee members to discuss how to approach health equity in rural counties, and make sure that the topics are relevant to rural areas.

- Rachel will send links to some websites relevant to health equity, such as unnaturalcauses.org.
• It is more difficult to convene people in rural areas, and the issues are different. A different approach may be needed.
• A question arose about how cultural competency will play into the health equity discussions. This seems to be an integral piece and an actionable area, as it connects to workforce development in particular.

Rachel and Mary will be meeting with staff at the CNYMPH program to discuss partnering to provide workforce trainings throughout the region.

Update on Website (Mary)
We have been actively working with the Healthy Communities Institute to move forward with site planning. The site banner was finalized with the tagline “Connecting you to better health”. We are working with Apter & O’Connor to plan evaluation of the site and convene “users groups” that will provide input on the site. Rob noted that we would like there to be an area of the site with a consumer-focus in addition to the area that is geared to professionals. At the Regional Advisory Committee, some members expressed concern about overlap with other indicator websites.

Update on CDSMP Activities (Megan)
• Megan provided a summary of the last workgroup meeting. The activities that the workgroup would like to focus on include coordination, referrals from providers and CBOs, and marketing to providers, CBOs, consumers. The group came to these conclusions after analysis of logic model objectives and what is feasible considering the current state of CDSMP offerings in the region. The training aspect of the project will remain on hold as it is a more complicated area that requires adequate participation if it is to be sustainable.
• Per Bonnie and Kristin, CDSMP leaders in Oneida are willing to travel to and partner with Madison County stakeholders to bring the training to the region in the short term.
• Erin has been attending meetings of the the Care Compass Network (DSRIP PPS for the Southern Tier, including Cortland County). They are discussing similar capacity-building activities related to CDSMP. Erin is communicating PHIP’s thoughts and activities to the group.
• The HealtheConnections PHIP team will meet this week to discuss engagement of the Regional Advisory

• Bruce will send out invitation list for Listening Forum.
• HeC staff will be sharing information about free trainings available online.
• Mary will be reaching out to everyone interested in working on the website.
• Mary will follow-up with contacts at other indicator sites and 2-1-1 programs to partner and cross-link whenever possible.
Committee members that expressed interest in advising on CDSMP regional work.

Update on Other Regional Activities (HeC Team)
- Mary and Jessica met with Tobacco Free CNY about tobacco work in the region. Mary will be speaking at the meeting of the CNY Region contractors for the NYSDOH Tobacco Control Program.
- Rachel relayed information from NYSDOH’s monthly PHIP call about PHIP’s future role in the county Community Health Needs Assessments for the region. Rachel has reached out to the DOH for more information.

County Stakeholder Engagement Updates (CAs)
- Cayuga – Most meetings have been one-on-one. PHIP is a small agenda item for the board of health meeting each month, plus regular updates of PHIP work occur at the CCHN board meetings. Jess is working with the Human Services Coalition to convene community organizations for a landlord training in the fall.
- Oswego – County Health Issues subcommittee has PHIP as an agenda item, and topics from this meeting get reported on at Advisory Council meeting each month.
- Madison – Their board has good representation in the community from the health care sector. They are trying to determine the best structure for engaging stakeholders.
- Cortland – Board members of SVHC are stakeholders and PHIP is presented there. Prevention Agenda workgroups exist focused on similar topics as PHIP, and information about PHIP is shared at each meeting. Erin is also working with the YMCA to plan the Diabetes Prevention Program.
- Oneida – Had a large stakeholder orientation meeting recently. A number of people approached CNYHH after the meeting to express interest in working together. Workgroups or coalitions around Prevention Agenda topics do not exist here, so they are starting from scratch. Their infrastructure is not as robust as other counties.
- Onondaga – Their county priorities were chosen based on workgroups and coalitions that were already formed. Their stakeholder engagement will pick up once there is a designated new hire, and now that leadership is oriented to PHIP’s work and role in the region. Rebecca and Mary will be meeting with the CNY Prevention Resource Center soon.

• All County Agents should continue to send Rachel agendas and minutes from all meetings.
Next Steps (Rachel)

- HeC’s contract with NYSDOH has not yet been fully executed.
- Rachel was contacted for SHIP/SIM stakeholder engagement. More information to come.
- Discussion of moving the Steering Committee meeting to locations other than Syracuse, if there is interest on the part of County Agents. There was a bit of discussion but it was decided this would entail a great deal of travel for some County Agents depending on where the meeting was held.

- County Agents who have not yet submitted subcontracts to Rachel should do so.
### PHIP Steering Committee Meeting

**July 6, 2015, 1:30 PM – 3:30 PM**

HealtheConnections

Rob Hack (HealtheConnections), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Jackie Carlton (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Kristen Vennero (CNY Health Homes), Brian Coleman (Oswego County Opportunities)

**Attendees:**
Leaf (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Kristen Vennero (CNY Health Homes), Brian Coleman (Oswego County Opportunities)

### Agenda Item (Facilitator)  Action Items / Next Steps

<table>
<thead>
<tr>
<th>Agenda Item (Facilitator)</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reduced Funding and Scope of Work (Rachel Kramer)</strong></td>
<td>• Rachel will send out an email update to Regional Advisory Committee members.</td>
</tr>
<tr>
<td>• On June 26th, NYS Department of Health informed PHIP contractors across the state that the program’s funding will be reduced by 50%. County Agent subcontracts with HealtheConnections are being cut significantly, and scope of work will also be reduced to reflect the cut.</td>
<td></td>
</tr>
<tr>
<td>• Priorities for County Agents are now:</td>
<td></td>
</tr>
<tr>
<td>o Continue stakeholder engagement activities</td>
<td></td>
</tr>
<tr>
<td>o Attend Steering Committee meetings</td>
<td></td>
</tr>
<tr>
<td>o Attend Regional Advisory Committee meetings</td>
<td></td>
</tr>
<tr>
<td>o Contribute to HealtheCNY website</td>
<td></td>
</tr>
<tr>
<td>• The new regional priorities include the regional work of stakeholder engagement and developing the HealtheCNY website. Although we will continue to move forward on health equity and the chronic disease self-management work that we started on, we need to move slowly and gather your input, Regional Advisory Committee input, etc.</td>
<td></td>
</tr>
<tr>
<td>• HealtheConnections will work on the revised budget and workplan with the state, and continue to share information as it becomes available. An update will be sent to Regional Advisory Committee members.</td>
<td></td>
</tr>
</tbody>
</table>

**Update on HealtheCNY website (Mary Carney)**

There has been lots of activity related to building the website:

- Daily communication and several website trainings with Healthy Communities Institute staff
- Received input on the site from lots of individual meetings with stakeholders, survey results, the 6/25 RAC call

- Megan and Mary will send reminder emails to County Agents for resources and photos.
- HeC will develop a form for getting permission to list
• Learned we cannot have limited-access administrator logins, which means that all updates must be made by HeC staff
• Request for website resources sent 6/15, due 6/30
• Request for photos sent 6/19, due 7/10
• Discussion with Tom Dennison about gathering students for beta-testing
• Met with Perinatal Data System staff to discuss their data
• Hospitalization data request is still in process, other data expected to be in the site mid-July
• Met with the Integrated Marketing to start planning for site marketing/promotion

Mary shows previous mock-up of county-specific page, and the newly mocked-up option of county page with submenu and links to four different sections.

• Comments: People on the internet tend to click instead of scroll, the newer submenu options keep people engaged. Shorter is better generally, which is why we’ve broken it down differently. People generally like the example quote from a health leader at the top of the page, but finding the right person/words to highlight could be difficult in practice.
• An internal topic has been partners/stakeholders section. County Agent partners will be listed right away, but we want a process for listing additional partners on the site, instead of putting people or agencies up without their consent. Signed consent and contact information is needed, plus a URL with a mechanism to update the information occasionally. Content will include language about how you can participate and be listed on the site.
• For listing current projects, programs, initiatives in each county: Ideally we would like to highlight best practices, and evidence-based practices being used locally. Quality of activities is more important than quantity. Use plain language and simple descriptions. Priority activities healthy eating, active living, tobacco, chronic disease management.
• Comments: Whose definition of best practices, evidence-based practices, and rigorous evaluation? There will have to be some judgement calls. We can follow the lead of “Promising Practice” rating system used by Healthy Communities Institute, or the Community Guide, while organizations on HealtheCNY.
keeping in mind that some good work is being done that does not fall into the rigid category of best practices.

**Update on Other Regional Activities (HeC Team)**

- Cortland County had a great meeting of its Health Tract for the county community indicators project where Mary presented on the website.
PHIP Steering Committee Meeting  
August 3, 2015, 1:30 PM – 3:30 PM  
HealtheConnections

Attendees:
Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Jackie Carlton Leaf (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Laura Eannace via phone (CNY Health Homes), Brian Coleman (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item (Facilitator)</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHIP Updates (Bruce)</strong></td>
<td><strong>HealtheConnections will continue to share information about contracts as it becomes available.</strong></td>
</tr>
</tbody>
</table>

- State contract process is still underway, which impacts subcontracts with county agents. Money will come through retroactively, from the time that PHIP started. There will be a need for a revised budget and work plan from county agents.
- Amended immediate PHIP priorities remain the same and include stakeholder engagement, developing the HealtheCNY website and technical assistance.
- Prior to funding cuts, PHIP was prepared to build local/regional population health capacity through trainings. Two focus groups were conducted, in Madison and Cayuga counties, which revealed data-related training needs. CNYMPH participated in the focus group process.
- The role of PHIP and the county agents in the CHNA/CHIP/CSP process is still being discussed. Once additional information is available it will be shared.
- County Agent updates:
  - **Cortland** - 211 changing over platforms, resources needing updates, reaching out to stakeholders for partnership verification, resources, and activities.
  - **Onondaga** - Offered the PHIP position to someone. Will spend part of their time on PHIP, partly on Healthy Start.
  - **Cayuga** - Office for the Aging is subcontracting with CCHN for chronic disease. Exploring Monday Mile, breaking up a trail into three parts.
  - **Oswego** - Engaging employers about their wellness programs and plans for the future.

**HealtheConnections will create a training plan that primarily focuses on the HealtheCNY website as a data resource. PHIP will also continue to share other trainings as they arise.**

**HealtheConnections will update County Agents as information becomes available about PHIP’s role in the CHNA/CHIP/CSP process.**
• **Oneida** – Kristen Vennero’s reassignment and Jane Vail’s taking over of program. Jane is attending a certified Alignment leader training.

• **Madison** - Office for the Aging discussion, figuring out possibilities for collaboration. Monday Mile meeting with Leah Moser and Morrisville College’s healthy eating/active living committee.

**Update on HealtheCNY website (Mary)**
Mary showed all of the pages on HealtheCNY and the Steering Committee provided input. Over the next few weeks we will finalize the site and gather additional input from stakeholders. HealtheConnections is collaborating with the Maxwell School at Syracuse University and the CNY MPH program to get students to beta-test HealtheCNY. We expect to get input from the R-A-C prior to publicly launching the site. HealtheConnections will provide media materials. All County Agents should refer media calls to HealtheConnections.

**Next Regional Advisory Committee meeting (Bruce)**
The next R-A-C Meeting is August 18th from 2:30-4:00 with an optional networking from 2:00-2:30. The Meeting will be held at the HealtheConnections office. The agenda includes funding changes, scope of work changes, and HealtheCNY discussion.

**Next Steps (Bruce)**
- No Steering Committee meeting in September, will reconvene in October.
- County agents asked to think about best way to roll out HealtheCNY training within their county.
- Monthly Report are due on August 10th.

• **HealtheConnections will draft and share a press release regarding the launch of HealtheCNY.**

• **CAs will consider HealtheCNY training options for their county.**
PHIP Steering Committee Meeting
October 5, 2015, 1:30 PM – 3:30 PM
HealtheConnections

Attendees: Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Diane Oldenburg (Oswego County Health Department)*

*Diane was representing Brian Coleman of Oswego County Opportunities due to a scheduling conflict

<table>
<thead>
<tr>
<th>Agenda Item (Facilitator)</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall PHIP Updates (Rachel)</td>
<td></td>
</tr>
<tr>
<td>- The PHIP Contract with the NYSDOH is now executed. HealtheConnections will soon be able to pay County Agents for their work since March.</td>
<td></td>
</tr>
<tr>
<td>- Rachel presented on PHIP at the annual meeting of the New York State Association for Rural Health on October 1, 2015 in Geneva, NY, along with PHIP contractors from the Finger Lakes and the P2 Collaborative. Rachel’s presentation focused on HealtheConnections’ model for implementing PHIP in CNY, highlighting how CNY PHIP subcontractors with Rural Health Networks to represent 4 of the 6 counties in CNY.</td>
<td></td>
</tr>
</tbody>
</table>

HealtheCNY website (Megan & Mary)
Meetings/events are being planned in each county to introduce HealtheCNY to stakeholder groups. HeC staff was tentatively thinking that each event would focus on the HealtheCNY topic pages, data, and key website features (SocioNeeds Index, Report Assistant, and Promising Practices database), but each event can be tailored to the audience. Each County Agent reported on what they are planning for their local event:

- Oswego – event at Rural Health Advisory Board meeting, possibly open to a larger audience
- Onondaga – 2 events (1 for staff and 1 for the public); Currently drafting an invite list, room holds up to 30 attendees, option of holding additional events if need be
- Cortland – 1 event; estimated 45-50 people may attend
• Cayuga – 1 event at Chamber of Commerce
• Madison – 1 event in conjunction with their Rural Health Council Board meeting; is being rescheduled due to conflict with Veteran’s Day

Other Opportunities for Promotion
Launch events are the initial step in promoting HealtheCNY. The website will be a tool for convening stakeholders, sharing data and best practices, and collaborating on an ongoing basis. Suggestions for other groups to engage in the site:

• Wednesday Morning Roundtable in Cayuga County
• Listserv for the non-profit consortium in Oneida
• Human Services Leadership coalition in Onondaga County
• Oswego County Opportunities

HeC has been trying to recruit an intern to help support HealtheCNY. There are lots of potential student projects relating to communications, graphic design, etc. Diane and Erin both suggested opportunities to potentially get/share an intern from their counties.

The launch events will hopefully engage more stakeholders in working with data and best practices. Some may be interested in getting involved as HealtheCNY Workgroup members. There are many opportunities to improve HealtheCNY and customize its content for a county.

Could HealtheCNY have a calendar feature? We are reluctant to try to maintain a calendar for a 6 county region. Any calendar that was comprehensive in its listing would require a full-time staff person to maintain it and would likely be too full to be useful to people. We can enter very relevant events as Resources, set the events to expire after they are over, and they will populate on the site as Related Content.

Additional topic pages will be added to HealtheCNY beginning in November. The goal is to add at least 1 new page per month. The first topics to be added will be Breastfeeding, Oral Health, Substance Abuse, and Mental Health (since these are the topics that are of highest priority in the CNY region’s Prevention Agenda goals). Workgroup members were asked to send suggestions for regional experts, resources, and best practices for each topic area.

Trainings about how to use HealtheCNY are being planned. Mary noted that in early 2016 Healthy Communities Institute will be changing the way data are presented on the site to allow for better visualization.

• County Agents will continue to identify opportunities for presenting HealtheCNY to stakeholders

• County Agents should contact their HeC representative (Bruce, Megan, or Mary) if they have ideas for customizing their county’s area of HealtheCNY

• County Agents will contact Megan or Mary if they know of potential interns

• County Agents should identify activities, local resources, and subject matter experts related to the next topic areas

• Mary will send a follow-up email about this
Prevention Agenda: PHIP & the CHAs, CHIPs, and CSPs (Rachel)

Guidance from the NYSDOH regarding upcoming CHAs, CHIPs and CSPs should be coming out soon. The deadline for submission will be December 2016. The CNY PHIP will be offering support to this process and reaching out to the Local Health Departments to offer assistance around data acquisition, stakeholder engagement and possibly writing of some sections. The level and area of support will depend on capacity of PHIP staff and needs of each county. It is expected to look different in each county.

The new HealtheCNY website will likely be a good source of information for preparing these deliverables. Mary noted that Healthy Communities Institute has a Data Scoring Tool available to site administrators. The tool calculates multiple comparisons of each data indicator in an HCI website and provides a ranking of the topics and/or indicators for a county. Mary ran this analysis for Onondaga County and can provide it to other counties upon request.

Other Ongoing PHIP Activities (Rachel)

- Health Equity is still an area of interest for the CNY PHIP. We continue to explore opportunities for engaging in regional work around this topic.
- The CNY PHIP staff have an upcoming meeting with the CNY Care Collaborative to discuss a possible collaboration around conducting a CLAS Standards survey.
- The CNY PHIP staff still has a role to play in connecting people to technical assistance, webinars and trainings and will continue to seek out opportunities to share these resources with the region.

Next Steps (Rachel)

- Each county will host a HealtheCNY launch event in October/November
- The Regional Advisory Committee will meet on 11/18
- County Agents should re-examine their workplans and make revisions as necessary to correspond to the cut in funding and other changes since the plans were created in the spring.

- Rachel will contact each Local Health Department director by email to offer assistance.
- County Agents will revise their PHIP workplans
PHIP Steering Committee Meeting  
November 2, 2015, 1:30 PM – 3:30 PM  
HealtheConnections

Attendees:
Jessica Soule (Cayuga County Community Health Network), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Brian Coleman (Rural Health Network of Oswego County), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections)

<table>
<thead>
<tr>
<th>Agenda Item (Facilitator)</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall PHIP Updates (Rachel)</td>
<td>• HealtheConnections staff have been meeting with other PHIPs statewide on a more frequent basis via conference calls convened by the Finger Lakes Health Systems Agency.</td>
</tr>
<tr>
<td></td>
<td>• CNY PHIP’s contract with NYSDOH has been executed. Vouchers were submitted for work through August and checks to County Agents will be processed soon. Each monthly report serves as documentation of PHIP work. County Agents should continue to send the reports and invoices to Rachel on a monthly basis.</td>
</tr>
<tr>
<td>Work Plan Revisions (Megan and Rachel)</td>
<td>• County Agents will submit invoices for 1 month along with each monthly report.</td>
</tr>
<tr>
<td></td>
<td>• Megan and Rachel will send out revised workplans and parameters for editing activities by 11/13.</td>
</tr>
<tr>
<td>CLAS Standards Survey (Rachel)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The CNY Care Collaborative (CNYCC), the Central NY PPS, invited PHIP to participate in their work group focused on cultural competency and health literacy. They are currently working on developing and implementing a survey of PPS participants regarding CLAS Standards. Rachel shared a similar survey used by the Western NY PHIP and PPS with the group, to help inform the effort. County Agents may be able to play a role to help encourage local participants to complete the survey, once it is sent out.</td>
</tr>
</tbody>
</table>
Monday Mile Activities (Megan and CAs)

- Progress has been made on Monday Mile activities in several counties.
- Madison County: Working on establishing a point person in each town and village to take on Monday Mile (or similar kind of walking path or trail) in many parts of Madison County.
- Cayuga County: Establishing a path using sidewalk stencils as signage will not be allowed in the City of Auburn.
- Oswego County: Exploring the possibility of working through a major employer, like those in Fulton, since similar to the areas in Madison County, it may be difficult to establish walking routes in more rural areas.
- Timelines on these activities are still undecided and implementation is in early stages.
- Several questions and comments came up regarding educating people about what Monday Mile is, and how to get the point across that you can walk more than a mile, walk on the path on days other than Monday, etc.

HealtheCNY Website: (Mary and Megan)

- Feedback on launch events: 4 of 6 County Agents have held launch events; the people that held them discussed turnout (which was generally good at 8-20 people per event) and the composition of the audience (mostly community-based health and human service providers with some health care, government, planning, and economics people mixed in.). Feedback from the follow-up survey indicated people were very positive about the site and were interested in additional trainings.
- Next round of HealtheCNY “tours”: HealtheConnections staff and County Agents together brainstormed a list of potential organizations and groups that would be receptive to further training. The groups included: not-for-profit consortiums, professional “roundtable” groups, city council or town legislator meetings, elected officials, hospitals and health care provider groups, director-level staff at specific organizations, educational institutions from school districts and BOCES, to colleges and superintendents’ groups, social services & economic security departments, public safety (and additionally any of the other subject matter experts that HealtheCNY has indicators on – transportation, environment, etc.), mental health and substance abuse providers, librarians at health care institutions and hospitals, boards of health.
- Additional suggestions were given on promotion of HealtheCNY outside of launch events: partners should

- Madison and Oneida Counties will hold launch events.
- County Agents and HealtheConnections staff will continue to identify opportunities for additional presentations and plan events.
- All will continue finding ways to promote HealtheCNY
have links and buttons on their websites to drive traffic to HealtheCNY, and promote using social media where applicable.

- **Breastfeeding page**: Mary updated everyone on the status of the development of the page and the general approach to developing topic pages. [See plan] The plan is to publish the Breastfeeding page in November and the Oral Health page in December. After that we will work on Mental Health and Substance Abuse.

  - Mary will send the link to the draft Breastfeeding page when it is near-final.
  - All will review the draft page before publication.
  - County Agents will send local activities, resources, etc. related to Oral Health by 11/30.

**Communication (Megan)**

- The group reviewed a few places where HealtheCNY is being promoted on partner websites. Examples given were Seven Valleys Health Coalition, which features the landing page image and an invitation to the HealtheCNY tour for Cortland County; and Madison County Health Department’s graphic button that has the HCI gauge and links to the Madison County Data Subpage on HealtheCNY.
- The newsletter that featured evidence-based Chronic Disease Self-Management Program and 2 County Agent partners was shown as an example.
- A proposal for creating a series of articles over time based on some of our core areas of focus was presented. As an example, we could feature health disparities/health equity stories that incorporate county-level data and background on activities or partners at the county level, that are addressing the disparity.
- Megan asked that the group begin thinking about these and other ideas about how County Agents can contribute to monthly communications and/or HealtheCNY content and promotions.
- Jessica suggested that more specific asks or reminders go out about this. Megan & Rachel responded that we’ll probably identify some specific areas of communication that we’ll move forward with in updated workplan.

  - County Agents and HealtheConnections staff will consider how to better integrate county-level activities into the monthly PHIP communications and/or HealtheCNY content and promotion.
  - Megan and Rachel will consider updated workplan as a way to organize these activities.

**Prevention Agenda: PHIP & the CHAs, CHIPs and CSPs (Rachel)**

- Health departments and hospitals are still waiting for formal guidance from the NYSDOH regarding the CHA/CHIP.
- There are many conversations taking place across the 6 counties about how to collaborate with PHIP on Prevention Agenda activities.
- Onondaga County has begun reviewing their county data. They developed a presentation for senior staff highlighting the latest data from 2013-14 eBRFSS and numerous health
disparities. They are working on a summary report about poverty and health disparities.

Next Steps (Rachel)

- We will continue to communicate about next steps on all the ongoing activities.
- The PHIP Regional Advisory Committee will meet on 11/18.
PHIP Steering Committee Meeting
December 7, 2015, 1:00 PM – 3:00 PM
HealtheConnections

Attendees:
Jane Vail (CNY Health Home), Jackie Carlton Leaf (Seven Valleys Health Coalition), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Diane Oldenburg (Oswego County Health Department)*

*Diane was representing Brian Coleman of Oswego County Opportunities due to a scheduling conflict

Agenda Item | Action Items / Next Steps
---|---
PHIP Updates | • County Agents should continue to send suggestions for R.A.C. meetings and should stay aware of their county’s representation on the Regional Advisory Committee.
Regional Advisory Committee Meeting Feedback | • We will try to get more people involved in presenting and facilitating at future R.A.C. meetings.

Rachel reviewed feedback from the November R.A.C. meeting and everyone provided suggestions for continuing to engage members from across the CNY Region. It was proposed that the meeting location rotate among counties, but everyone agreed that holding the meeting in Syracuse would probably ensure the most consistent turnout. Other comments:
• Making the meeting time earlier may make it easier for members from other counties to attend meetings.
• Local Health Departments (LHD) are key representatives to have at the meetings. Public health educators and other staff are valuable to attend as designees if the LHD director is unavailable.
• Meetings happen only quarterly, so it has been necessary to do a lot of updates at the meetings. It may be helpful to send more updates via email and spend less meeting time on the updates. Agreement that we’d like to get as much input as possible from R.A.C. members.
• R.A.C. members may need to get to know one another better. Small group discussion or more focused conversation, with people representing multiple counties would be helpful. Small groups could form by sector, area of expertise, etc.
Prevention Agenda: CHAs, CHPs and CSPs
Everyone provided updates on their county’s work on the NYS Prevention Agenda and described their involvement in related work groups and planning activities. In most counties, it is still unclear if the hospitals and LHDs will create a single document. Several counties discussed concerns that physicians and hospital staff were less involved in the NYS Prevention Agenda process, and therefore did not “buy-in” to the selected priorities and activities.

Vouchering and Payments
Due to the additional scope of work related to supporting Prevention Agenda activities, HealtheConnections will be allocating additional funds to each County Agent. New invoices will be needed for September onward to represent the additional funds. Information will be provided to County Agents once the budget modification is fully approved at the state level.

Utility of a Regional Report
The CNY PHIP workplan includes the creation of an annual regional report. There was discussion about how we can make this report most useful to our counties and partners. Many people expressed interest in a document that would explain CNY PHIP’s value and successes of 2015 to the varied professional audience of stakeholders at the county level. A useful “annual report”-style document, with concrete accomplishments, little jargon, visuals, possibly “social math” or creative ways of presenting information about our work. A report on regional data could be useful, but it would be better to link people to something on the website. Separate documents that touch on these two needs and that could be targeted to different audiences could be useful.

HealtheCNY
Mary provided updates on the website:
- There have been over 1,000 unique new users since the site was launched.
- If we want to change photos with the seasons, winter photos are needed.
- Hospitalization data should be available on 12/10
- The Breastfeeding page was launched, and the Oral Health page is almost ready to launch.

Mental Health Page
There was discussion about the scope of the Mental Health page, which is scheduled for development next. The counties that

- County Agents will continue to talk with their LHDs and hospitals and support Prevention Agenda planning upon request.
- Rachel will provide guidance regarding changes to invoices to reflect increase in payment once budget modification is approved at the state.
- HealtheConnections will continue discussing this and will email County Agents an outline of a document.
- County Agents should send winter photos to Mary.
- HealtheConnections will discuss the Mental Health page further and follow up
selected Mental Health as a Prevention Agenda priority were focused on either suicide prevention or increasing access to mental health services. Comments:

- Listing all the free and sliding scale services related to mental health would be a huge task; this information is available via 211 sites, so we should promote that resource rather than duplicating efforts.
- DSRIP work to integrate behavioral health and primary care means that the landscape is changing quickly.
- Narrowing the scope to just suicide prevention would be inadequate for any mental health provider looking at the site.
- We could narrow the activities to those listed in the Prevention Agenda.
- Long lists of activities are not user-friendly.

**County-Specific PHIP Activities**

Jane reported on her work with the Oneida County Health Department to re-establish their county’s Health Coalition. The Health Coalition will be an umbrella group for all the coalitions and organizations working on activity related to the Prevention Agenda. PHIP will have a key role here moving forward.

Jessica reported on her work with the Human Services Coalition in Cayuga County to organize events for tenants and landlords. Health was integrated into events that were more broadly focused on issues of interest to each group. The events were well-attended and successful. Other PHIP County Agents are interested in possibly replicating these efforts in their own counties.

**Next Steps**

January Steering Committee meeting will be cancelled due to this year’s holiday schedule and everyone’s busy meeting schedules. HealtheConnections staff and County Agents will be in touch regularly. Normal monthly meeting schedule will resume in February.
PHIP Steering Committee Meeting
January 25, 2016, 1:00 PM – 3:00 PM
HealtheConnections

Attendees:
Jane Vail (CNY Health Home), Jackie Carlton Leaf (Seven Valleys Health Coalition), Erin Ladoceour (Seven Valleys Health Coalition), Kristen (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Brian Coleman (Oswego County Opportunities)

Agenda Item

PHIP Regional Report 2015
Megan reported that HealtheConnections staff started discussing and developing a CNY PHIP report based on feedback received at the last Steering Committee meeting. HealtheConnections is also working on a 2015 Annual Report; the PHIP content will be part of this document and have similar formatting, but will also be a standalone document. Megan presented the a mock-up of a report template and asked for input on the content. Comments:
- The report should include more graphics and visuals; be less text-heavy
- Consider including a timeline
- Be sure to include the URL for HealtheCNY

The group reviewed list of PHIP activities and accomplishments for 2015 and suggested additional items to add.

HealtheCNY
Mary, Megan, Erin, & Jessica discussed recent events promoting HealtheCNY with various groups (Breastfeeding Coalition in Cortland County, Unity House in Cayuga County, Access to Independence). There was some discussion about additional county events. HealtheConnections staff and County Agents both share responsibility coordinating events. Everyone is encouraged to reach out to contacts who express interest in the website. If people are interested in creating areas of the website with custom trackers for a specific project, they should contact HealtheConnections.

Action Items / Next Steps

- Megan will send the activities list by email so County Agents can review and respond with additional suggestions for 2015 activities.
- HealtheConnections staff will continue developing the report and send to County Agents.

- Everyone should continue planning HealtheCNY presentations.
Mary provided other updates on HealtheCNY:

- DataViz (the new update to the data pages) should be launched by the end of March.
- An intern is focusing on development of video tutorials to help people understand and use the website.
- Some counties have added event flyers to their county landing pages, and others are welcome to customize their pages in these ways.
- HealtheConnections is working with Liberty Resources and other mental health experts to figure out the activities for the Mental Health topic page.
  - It was suggested that HeC staff reach out to the regional Office of Mental Health for more information.
- HeC staff are moving forward with development of the Substance Abuse page. HealtheConnections will be reaching out to ACR Health and the Prevention Resource Center. County Agents should send related activities.

CHAs, CHIPs and CSPs

Rachel shared her experience supporting the Madison County CHA/CHIP process. Oneida County reached out to PHIP to discuss possible ways that PHIP can support the process. Cortland is still figuring out the best way to do the Cortland Counts data update for the new cycle.

Students associated with the CNYMPH Program and Syracuse University’s Lerner Center could potentially support the CHA/CHIP work in our region. Rebecca shared Onondaga County’s experience working with students.

Other PHIP Updates

Everyone discussed:

- **Trainings** – There are many potential trainings that PHIP could offer or connect people with. An opportunity arose to support a group in Oneida County by offering a training on logic model development. Meredith can also help with development of trainings.

- **Funding Opportunities** – Cayuga Community Health Network and Madison County Rural Health Council recently received Excellus grants to fund CDSMP classes and Monday Miles, respectively. A new round was recently released, which may be able to support Prevention Agenda work. HealtheConnections received a grant from NACDD to support development of physical activity opportunities that are accessible to people with disabilities in Onondaga County. St. Joseph’s Hospital

County Agents should continue to send Mental Health and Substance Abuse activities for HealtheCNY using the spreadsheet template.

HealtheConnections will send guidance on Health Screenings activities soon.

County Agents should contact Rachel if their county stakeholders are interested in potentially receiving Prevention Agenda support from PHIP or the Lerner Center students.

County Agents should let HealtheConnections know if they have training interests.
contacted HealtheConnections about participating in another local Onondaga County opportunity.

- **Monday Mile** – Bonnie reported that the LiveWell coalition is making progress on the development of Monday Miles in 9 possible Madison County locations. Jess is also working on this in Cayuga County.

- **Vouchering, payments** – Rachel reminded County Agents that monthly vouchers should be for $2500, starting in January. A budget modification is still awaiting approval by the NYS Attorney General’s Office; when approved, Rachel will send guidance.
PHIP Steering Committee Meeting
March 7, 2016, 1:00 PM – 3:00 PM
HealtheConnections

Attendees:
Erin Ladoceour (Seven Valleys Health Coalition), Susan Williams (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Brian Coleman (Oswego County Opportunities)

Agenda Item | Action Items / Next Steps
--- | ---
PHIP Regional Advisory Committee Follow-up
Rachel reviewed input provided at the R.A.C. meeting regarding initiatives that PHIP might potentially pursue going forward. The items that received the most feedback were:
- Holding educational webinars / trainings
- Convening a Healthy Communities Coalition
- Assessing 211 linkages / referrals
- Marketing / communications
- Telemedicine

For each of the ideas above, the Steering Committee discussed whether it was consistent with PHIP, feasible (given resources needed & timeline), filling a need, and sustainable. Some discussion points:
- Many organizations struggle with developing content for social media and getting their social media to reach the appropriate audience
- There is a need for social media training that goes in-depth, beyond basics of setting up Facebook pages
- In Oswego they have been working to create clear and consistent messaging that promotes options and markets their programs
- There is a need to develop a comprehensive strategy
- Templates for content development would be helpful
- There are training needs; it is best to have people share stories of how they succeeded at something; make webinars specific and actionable
- It would be helpful to know how other PHIPs assessed 211
- There are concerns about doing telemedicine
- We might consider doing more data analysis

• Discussion will continue about options for moving forward after further guidance is received from NYSDOH about PHIP funding for the future.

• HealtheConnections will share a more detailed document about PHIP activities across the state (e.g. 211) being developed by the NYSDOH as soon as it is available.
HealtheCNY
Mary reviewed updates on HealtheCNY and key points from the recent Workgroup meeting:

- A short training video to help people find data was released
- DataViz (the new update to the data pages) is expected to launch by June, after which we will do much more with trainings
- The Health Screenings page was published
- Many changes were suggested that HealtheConnections will be moving forward as possible
- It was suggested that we highlight activities and best practices differently, to better draw people into the topic page content

The Mental Health page will be launched next; Mary showed everyone the draft. Activities will take a hybrid form, with cross-cutting approaches highlighted differently. A draft of the page will be sent to subject matter experts before publishing. There are only 6 topic pages left to publish!

CHAs, CHIPs and CSPs
The CNY PHIP is working with Oneida, Madison, and Onondaga Counties along with the Lerner Center students. The students will be helping to gather data and are developing a plan for CHA/CHIP community engagement. In Oswego the Health Dept and hospital are working together on one plan. No decisions have been made yet in Cayuga County.

There is an upcoming meeting in Albany called “Prevention Agenda: Translating Data into Action.” Rebecca and a representative from HealtheConnections will attend and report back to the group.

Other PHIP Updates
Rachel discussed:

- **New funding opportunity** – HealtheConnections was asked to participate in a Syracuse initiative through Trinity Health, which relates closely to the IMPACT work. HealtheConnections will have a technical assistance role around using data and may learn from collaboration with the Georgia Health Policy Institute.
- **Health Equity report** – John Snow, Inc. has been working on a report about Health Equity which is almost complete. It may be useful for helping begin discussions on what can be done around health equity.

- **Everyone should report back any feedback on how people are using the Activities information on HealtheCNY.**
- **HealtheConnections will look at different ways of highlighting activities & best practices.**
- **County Agents should continue to send Mental Health and Substance Abuse activities for HealtheCNY using the spreadsheet template.**
- **Everyone should continue to send content for their counties (spring photos, quotes, etc.)**

- **Rachel will share the JSI Health Equity report when it is finalized.**
- **Vouchering, reporting** – Rachel reminded everyone to continue sending invoices and monthly reports, along with agendas and minutes from meetings.
- **Marketing** – Bruce reported that HealtheConnections is looking to expand its outreach to providers and consumers throughout the region. HeC would like to gather more input about how to do this, so Alicia Shaumberg may contact everyone by email for ideas.
**PHIP Steering Committee Meeting**  
**April 4, 2016, 1:00 PM – 3:00 PM**  
**Conference Call**

### Attendees:
- Erin Ladoceour (Seven Valleys Health Coalition), Susan Williams (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Victoria “Tori” Brown (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Jessica Soule (Cayuga County Community Health Network), Brian Coleman (Oswego County Opportunities), Jane Vail (Central New York Health Home), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHIP Regional Updates</strong></td>
<td></td>
</tr>
<tr>
<td>State Budget</td>
<td>• Rachel will share guidance from NYSDOH as soon as it is received.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Regional Project Discussions</strong></td>
<td>• Rachel will share the draft PHIP Highlights document and the NYSDOH PHIP Report as soon as these documents are available.</td>
</tr>
<tr>
<td></td>
<td>• The report of PHIP’s 2015 highlights is included in HealtheConnections annual highlights document, which we expect to be finalized this week. A marketing firm is working on this and Megan has provided them with content for a 4-page document about CNY PHIP. We should have a draft of the CNY PHIP document to share within the next few weeks.</td>
</tr>
<tr>
<td></td>
<td>• NYSDOH still has not finalized their report on PHIP activities statewide.</td>
</tr>
<tr>
<td></td>
<td>• We are waiting to move forward with discussion of the project ideas from last meeting until we hear more from NYSDOH. All the feedback from the Regional Advisory Committee and Steering Committee meetings has been compiled. We are considering using PHIP money to supplement other programs, as many county partners have done.</td>
</tr>
</tbody>
</table>

CHAs, CHIPS, & CSPs –HeC staff are involved in working with Oneida, Madison, and Onondaga Counties on their Prevention Agenda planning processes, in collaboration with the Lerner Center.
County Agent Updates

Oswego
- Partnership with Cornell Cooperative Extension to bring nutrition outreach and education to two communities that have few resources in terms of farmer’s markets, SNAP & WIC offices, etc. One location has trails they would like to promote.
- Partners are working to roll out the National Diabetes Prevention Program (NDPP) and bringing and evidence-based Falls Prevention Program to the county.
- Brian has been invited to join CHA/CHIP planning meetings with the hospital and health department. He is also working closely with Local IMPACT partners in Oswego to create synergies in their work.

Cayuga
- Building on an idea from Cortland County, CCHN is organizing a breastfeeding talk in April since they are below Prevention Agenda targets in Cayuga.
- CCHN developed materials to help promote ways to report heroin use and underage drinking. Materials address some community barriers.
- CCHN would like to train an NDPP Lifestyle Coach and continue to hold CDSMP classes.
- CCHN is creating resource guides for DSRIP that will also be used in Community Health Assessment efforts, and participating in a discussion about CHA/CHIP with the hospital & health department at the end of the month.

Onondaga
- Rebecca attended a statewide meeting on the Prevention Agenda and presented on their Community Connector initiative. Information about subcounty data was shared and they are participating in an upcoming focus group.
- OCHD working on a training about evidence-based practices.
- They are collecting and assembling a lot of CHA data in preparation for a stakeholder meeting about CHA/CHIP planning between health department, hospitals, PHIP, and others in April.
- They met with CNY MPH students who are helping create a tool for community engagement in the Prevention Agenda process.

Cortland
- Erin attended the Mothers & Babies Perinatal Network meeting and is now working on a collaborative project
between the Network, Think Again (a mental health group), and the Breastfeeding Coalition. Their focus is on mood disorders among pregnant women.

- The Preventing Chronic Disease workgroup is very active planning many efforts that support Cortland’s CHIP (such as Bike to Work Week). Erin is making sure NDPP participants are aware of these activities.
- They conducted a survey of community agencies to gather information about their experience with 211, and they are looking at ways to respond to the survey feedback, possibly with PHIP support.
- The health department and hospital use Cortland Counts data in their CHA/CHIP process, and Seven Valleys Health Coalition coordinates the Cortland Counts process.

Oneida

- The Oneida County Health Coalition had its kick-off meeting last week, which was attended by over 65 people. Mary presented on HealtheCNY and it was well-received. The health department may be interesting in putting Health Coalition documents on the Oneida County area of HealtheCNY.
- The Health Coalition Steering Committee will be meeting in coming months to discuss proposals for PHIP and better plan coalition activities. The coalition will be part of getting stakeholder feedback for the CHA/CHIP process.
- Jane is close to hiring a PHIP/IMPACT Coordinator for Oneida County.

Madison

- Bonnie introduced Tori Brown, who was recently hired at the Madison County Rural Health Council. Tori has a degree in Health Sciences and has a strong interest in working to address health disparities.
- They are working on getting someone trained as a Master Trainer to facilitate the Chronic Disease Self-Management Program and to be a resource for the region.
- NDPP is going well, but they would like to train more Lifestyle Coaches.
- The Live Well Committee is working to get Monday Mile underway.
- They are working on 1 CHA/CHIP report for the county. Priority issues include colorectal cancer screening rates and obesity.

HealtheCNY

- The Mental Health page will be published soon.
- The Substance Abuse page should follow shortly.
- Stay tuned for guidance on the Health Care Access page.
- County Agents should send Mary any ideas for HealtheCNY topic pages.
• We have been actively working on outreach and promotion. There were presentations recently in Oneida, Madison, and Cortland Counties. Presentations in Oswego and Madison County will take place soon. County partners should continue to promote HealtheCNY.

Other PHIP Updates
• The May and June Steering Committee meetings need to be rescheduled.  
• Rachel will email everyone this week about rescheduling.
PHIP Steering Committee Meeting
May 9, 2016, 10:30 PM – 12:00 PM
HealtheConnections

Attendees:
Jessica Soule (Cayuga County Community Health Network), Erin Ladoceour (Seven Valleys Health Coalition), Jackie Carlton Leaf (Seven Valleys Health Coalition), Kristen Basden (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Victoria “Tori” Brown (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Jane Vail (Central New York Health Home), Eliesa O’Dell (Central New York Health Home), Brian Coleman (Oswego County Opportunities), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections)

Agenda Item | Action Items / Next Steps
--- | ---
**Funding for Future** |  
- The NYSDOH informed HealtheConnections (HeC) that there will be funding available for a third year of PHIP. A new work plan will be developed for year 3, and will include a mix of activities continuing from years 1 and 2, as well as some new activities based on input from stakeholders and pending guidance from the NYSDOH. A draft of the work plan is due in mid-June.
- The Steering Committee discussed ideas for pursuing other funding opportunities as a group, building off of the infrastructure established through the CNY PHIP. Applying for grants as a group may allow some of the smaller counties to be more competitive and make for a stronger application. Both HeC and the members of the Steering Committee committed to looking for new grant opportunities that will be a good fit and bring more resources to the region.
  
  - **HeC** will keep County Agents informed as we hear more about changes in the PHIP workplan/budget.
  - **Steering Committee will look out for grant opportunities and share with the group when appropriate.**

**PHIP Updates** |  
- A draft of the PHIP Annual Highlights Report for 2015 was shared. Input from County Agents will be requested after the next round of revisions, with the hope of finalizing by the end of the month.
- HeC is organizing a training for National Diabetes Prevention Program (NDPP) Lifestyle Coaches in June at HeC in Syracuse. We are contracting with QTAC and using PHIP funds to subsidize the cost for attending the training.
  
  - **HeC will share the next draft report with the County Agents for input.**
  - **Steering Committee will continue to share information about chronic disease prevention and**
which will save participants and their organizations both participation cost and travel costs and build the region’s capacity to deliver NDPP.

• The group discussed additional opportunities for offering trainings in the future. Although it varies somewhat by community, it was agreed that there is not a need to schedule a second NDPP training, or to provide additional Chronic Disease Self-Management Program (CDSMP) peer leader training in our region at this time (since there will be a CDSMP peer leader training in Oneida in June that is not yet near full.)

• QTAC will be piloting a program for Medicaid reimbursement of NDPP and CDSMP. One challenge that was discussed was the fact that many community based organizations do not currently have a mechanism for receiving payments from Medicaid.

Regional Advisory Committee (R.A.C.) structure
The group discussed possibilities for improving the efficacy of the R.A.C. by adding more work group meetings that are topic specific and less overall/general meetings. Work groups could align with the year 3 work plan for PHIP and do a better job of tapping into the expertise of the diverse set of stakeholders. Some work groups have met, including the HealtheCNY group that has been meeting quarterly. The HeC PHIP staff have received feedback about the challenge of our stakeholders being asked to participate in many advisory groups. There is a great deal of overlap in content with these different meetings and a need for consolidation and/or collaboration across the many groups.

Other comments:
• Other workgroup topics discussed include Chronic Disease Management and Prevention, Clinical-Community Linkages, Sustainability, Health Promotion Topics and Best Practices.
• There could be benefit to bringing together a workgroup that connected with specific classes of stakeholders: Offices for the Aging, DSRIP/health care transformation, hospitals and health departments,
• There may be benefit to recruiting new members with expertise in relevant topics.

HealtheCNY Updates
• Two new indicators related to opioid hospitalizations were published.
• The Substance Abuse page will be published this week.
• The next topic page is Worksite Wellness. We will not highlight local activities on this page, but will describe some select best practices being implemented in CNY.

• County Agents should send Mary photos, resources, and examples of best practices related to Worksite Wellness.

• HeC will reschedule upcoming R.A.C. meeting and send out survey to R.A.C. members.
• A new feature on the website called the Progress Tracker Tile was demonstrated, which can be used to publicly track progress and evaluation data.
• There are many ways that coalitions or local organizations might want to use the HealtheCNY platform. The Oneida County Health Coalition is the first group in our region that will be using HealtheCNY as their website.
• Promotion of HealtheCNY is ongoing. We recently presented the website to the Community Services Board of Cortland County, the Fulton Rotary, Oswego Health, Madison Rural Health conference, and Cavity Free Cortland. In Cortland they are promoting the website at community events.
• Mary will email updates on HealtheCNY as they are available.
• Everyone should keep Mary posted on their HealtheCNY promotion and opportunities for presentations.

County Agent Updates
Bonnie provided updates on the work being done in Madison County. They are building several Monday Miles and have been active with their Live Well Coalition. Tori became a CDSMP Master Trainer. They are also working with Clear Path for Veterans and promoting NDPP. They are actively working with Madison’s LHD and hospitals on the Prevention Agenda planning process.

• Brian and Bridget will present updates from Oswego and Onondaga Counties, respectively, at our June meeting.
### PHIP Steering Committee Meeting

**June 13, 2016, 1:00 PM – 3:00 PM**  
HealtheConnections

**Attendees:**  
Erin Ladoceour (Seven Valleys Health Coalition), Susan Williams (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Bridget Lenkiewicz (Onondaga County Health Department), Eliesa O’Dell (Central New York Health Home), Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHIP Updates</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CNY PHIP Annual Highlights 2015 Report</strong> will be finalized once all county partners provide feedback on their individual “county snapshot.” Since the marketing firm did extensive work to design the document, the same format will most likely be used for the 2016 report. Hard copies will be ordered for each Steering Committee and Regional Advisory member, as well as other key stakeholders.</td>
<td>• County Agents should let Rachel know how many copies of the Annual Report are needed for each county.</td>
</tr>
<tr>
<td><strong>PHIP Year 3 Workplan and Budget</strong> are under development and first drafts will be submitted to NYSDOH by June 17, 2016. The broad framework will include activities in the following categories:</td>
<td></td>
</tr>
<tr>
<td>1. Convene stakeholders</td>
<td></td>
</tr>
<tr>
<td>2. Provide data and best practices</td>
<td></td>
</tr>
<tr>
<td>3. Promote regional, statewide, and county goals</td>
<td></td>
</tr>
<tr>
<td>• Work will align with the 2 Prevention Agenda priorities selected by each county. We will also discuss select regional efforts to address collectively. A common Prevention Agenda theme across counties is chronic disease prevention &amp; management.</td>
<td></td>
</tr>
<tr>
<td>• It is possible that the state will provide more guidance about the role that PHIP has to play in SHIP/SIM and other overlapping health initiatives.</td>
<td></td>
</tr>
<tr>
<td>• HealtheCNY will continue to be the main way that we provide data and best practices to counties. HealtheConnections is looking at other ways to sustain the website if PHIP funding ends.</td>
<td></td>
</tr>
</tbody>
</table>
HealtheCNY Topic Pages are still under development. The Worksite Wellness page is almost ready to publish. We discussed the possibility of doing simpler topic pages for the three remaining priority topics (Maternal Care, Built Environment, and Health Care Access).

- **DataViz** (the updated data platform on HealtheCNY) was previewed at the HealtheCNY Workgroup meeting. The changes will be extensive and are another opportunity to promote the site. We discussed the possibility of hosting a webinar or doing press releases about the site when DataViz launches.

County Agent Updates

- **Cayuga**: Not in attendance.
- **Cortland**: Promotion of fluoridation of the water system in Cortland County, shift to working on education of citizens instead of policy changes. 5-6 downtown Cortland businesses signed their breastfeeding-friendly business pledge and advertise in their store windows.
- **Madison**: Recently attended NDPP training, now Madison County has 3 Lifestyle Coaches and will have expanded capacity to offer classes in 3 regions of the county.
- **Oneida**: Breastfeeding and healthy eating will be featured during WIC Family Fun Day, including Jump With Jill activity for children. Open to whole community, not just those eligible for WIC programs & services.
- **Onondaga**: Bridget shared about Evidence-Based Practices training that was developed and held at the Onondaga County Health Department. Materials included a table outlining the key features of different well-known databases of best practices, like the Community Guide. During the training, an exercise had staff identify the different ways that they could locate evidence-based practices in different practice scenarios.
- **Oswego**: Not in attendance.

CHAs, CHIPS, and CSPs

Every county reported on their continued progress working to identify county priorities. Counties shared the current thinking about what their county priorities will be.

Next Steps

- Next Steering Committee meeting is scheduled for July 4th. Group agreed to cancel due to the holiday.
- HealtheConnections has an intern starting in the fall that will be here every day. He is available to help out with PHIP-related activities, so submit ideas for things that he may be able to support in each county – if appropriate.

Mary will send guidance on activities needed for remaining HealtheCNY topic pages

Mary will send updates on DataViz and share a preview of the site if/when available

Bridget will share training materials by email. [Done 6/13/16]
PHIP Steering Committee Meeting
August 1, 2016, 1:00 PM – 3:00 PM
HealtheConnections

Attendees:
Rachel Kramer (HealtheConnections), Megan Lee (HealtheConnections), Bridget Lenkiewicz (Onondaga County Health Department), Rebecca Shultz (Onondaga County Health Department), Debbie Gordon-Messer (HealtheConnections), Mary Carney (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Bruce Hathaway (HealtheConnections), Victoria Brown (Madison County Rural Health Council), Jessica Soule (Cayuga Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Eliesa O’Dell (CNY Health Home, Inc.), Brian Coleman (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final PHIP Annual Highlights Report Distribution</td>
<td>Copies of the 2015 PHIP Annual Highlights Report were provided to all county partners for distribution to their stakeholders as appropriate. County agents were asked to share feedback from partners or stakeholders about the report to help inform future promotional efforts.</td>
</tr>
<tr>
<td>Regional Advisory Committee Planning</td>
<td>August’s meeting will focus on scaling and sustaining chronic disease prevention and self-management programs in CNY. People shared specific suggestions of people to invite and people to ask to present at the meeting. There was an additional suggestion that we use focus group quotes and testimonials to relay participant perspective on why these programs are so important. November’s meeting will focus on using data from multiple sources to plan and monitor population health improvement work in CNY. Suggested topics and speakers for the meeting include:</td>
</tr>
<tr>
<td></td>
<td>• HeC Analytics staff present on potential applications of Health Information Exchange (HIE) data</td>
</tr>
<tr>
<td></td>
<td>• HealtheCNY Progress Tracker Tile and example of its use</td>
</tr>
<tr>
<td></td>
<td>• Onondaga County Health Dept. presents their use of data and/or Prevention Agenda community input process</td>
</tr>
<tr>
<td></td>
<td>• Seven Valleys Health Coalition presents on the Cortland Counts process</td>
</tr>
<tr>
<td></td>
<td>• Oneida County Health Department presents on their monthly report card project</td>
</tr>
<tr>
<td></td>
<td>• Discussing of evaluation, tracking, quality improvement</td>
</tr>
</tbody>
</table>

• **Steering Committee members will continue to brainstorm and share ideas for the R.A.C. meetings**
HealtheCNY Updates
Several updates and changes were made to HealtheCNY during July: homepage redesign, new indicators, new video, and footer change (removing 1 topic that did not have indicators associated with it). A HealtheCNY email update and survey were also sent out. HeC began to do QA on the activities listed on the Tobacco Free-Living topic page.

Discussion on upcoming changes to site and options for promotion included:
- New indicator: pregnant women who smoke
- Addition of topic pages on Maternal Health, Built Environment, and Healthcare Access (County partners provided suggestions for each of these topics.)
- Infographics for promotion
- Major change to the way data are presented (see slides)
- New HCI Help Desk

Regional Population Health Summit Idea
Rachel shared information about the Population Health Summit idea through email, prior to today’s meeting. HeC is currently having exploratory conversations to determine if a Summit would be valuable for the region. Rachel reached out to local health department directors across CNY to assess their interest in the Summit idea, and so far everyone responded positively.

Discussion:
- Need to make sure the meeting is not a standalone event, but leads to longer-term collaboration and sustained collective work
- Having external/professional facilitator and national perspective on Population Health would be useful
- This idea is still very preliminary. HeC staff want to make sure it adds value before investing PHIP resources in the Summit. In the proposed Year 3 budget, there is funding for this event if we choose to move forward.

CHAs, CHIPs, CSPs – County Priorities
Each county reported on its local work related to Prevention Agenda priorities.

Next Steps
The next Steering Committee meeting is currently scheduled for September 5th, which is Labor Day. This needs to be changed.

- Mary will email information from Healthy Communities Institute about the upcoming website changes and HCI’s new logo to the Steering Committee [Done 8/1]
- Rachel will reschedule the September meeting.
PHIP Steering Committee Meeting
October 20, 2016, 12:30 PM-2:00 PM
HealtheConnections

Attendees:
Rachel Kramer (HealtheConnections), Megan Lee (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Mary Carney (HealtheConnections), Bruce Hathaway (HealtheConnections), Susan Fox (HealtheConnections), Corey Reiner (HealtheConnections), Bridget Lenkiewicz (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Victoria Brown (Madison County Rural Health Council), Jessica Soule (Cayuga Community Health Network), Eliesa O’Dell (CNY Health Home, Inc.), Brian Coleman (Oswego County Opportunities)

Agenda Item | Action Items / Next Steps
---|---

### Status of PHIP Year 3 Contract and Payments

The PHIP Year 3 contract with the NYSDOH is still under review and awaiting approval. Once it is finalized, current contracts with County Agents will be extended by adding a new Statement of Work for the period of 1/1/17 – 12/31/17. Each county’s monthly payment amount is expected to be the same as in Year 2.

HealtheConnections has invoiced the NYSDOH for the County Agent monthly payments through August 2016. The payments for these invoices is delayed due to the need for a budget modification to be approved through the Comptroller’s Office. Payments will be made to County Agents as soon as payments are received from the NYSDOH.

HealtheConnections fiscal staff has made a request to all PHIP County Agents to make every effort to submit monthly invoices as soon as possible after each month ends. While the PHIP contracts do state that the invoices are due within 10 business days of the last day of each month, submitting the invoices earlier will facilitate a faster turnaround on payments, once the state releases the funds.

- PHIP County Agents should submit monthly invoices immediately after end of each month.

### Upcoming Regional Advisory Committee Meeting Planning

The November R.A.C. meeting will be focused on using data to plan and monitor population health improvement work. The planned agenda currently includes brief presentations on current

- Steering Committee members are encouraged to invite relevant county stakeholders.
and potential future data sources (HealtheCNY, 211 Counts, and RHIO/HIE data), as well as presentations on county-level data projects (Oneida County Health Coalition report cards and Cortland Counts). We expect to have a discussion about how PHIP can support regional work with data. Some outside stakeholders have been invited (e.g., CNY Vitals representative) and counties are encouraged to invite people who might find the discussion relevant.

HealtheCNY Update
Mary emailed county partners about updating their county’s pages on HealtheCNY. Megan has been working on communications materials about the recent upgrades to the HealtheCNY data pages. The new dashboards offer many options and we can prepare custom dashboards for interested county groups. Debbie is developing custom buttons that can be used to link to specific HealtheCNY dashboards.

PHIP Year 2 Prevention Agenda Special Projects
Additional PHIP funds for Year 2 are available to fill gaps and support special projects that align with each county’s 2016-2018 CHIP/CSP. Several ideas for regional and county-specific trainings, technical support, and engagement activities were proposed. Counties were asked to discuss with their stakeholders and think about what best supports each county’s CHIP/CSP. Projects may be a collaboration across counties or county-specific. Each county will be asked to submit a written proposal for what they would like to do with the funds.

County Updates
Each county provided updates on select PHIP activities:
- **Cayuga:** Local stakeholders held a 2nd landlord training; are working with the City of Auburn to install adult exercise equipment in the parks; are working with pediatric centers on active living and literacy skills; are promoting container gardens and cooking demonstrations.
- **Onondaga:** They received more than 3500 responses to their survey for the CHA and are preparing a report about the results. They also held focus groups with refugees and other community groups.
- **Cortland:** They received the results from the survey conducted at the free medical event, which will inform the CHA/CHIP. A National Diabetes Prevention Program class just ended and another is starting next week. They held a well-attended event on how businesses can be more breastfeeding-friendly.

Rachel can forward the calendar invite to anyone upon request.

- **County Partners** are encouraged to forward the email about HealtheCNY to local stakeholders and to email Mary with any requested changes for county pages.

- Next week Rachel will email County Partners with a form for explaining how they propose to use the additional funds.
• **Madison:** They just started a Chronic Disease Self-Management Program class and will be starting a National Diabetes Prevention Program class this evening. Many Monday Miles have been implemented and more are in process. Tory is getting trained in Diabetes Self-Management Program.

• **Oneida:** One tobacco cessation class was held at the St. Luke’s hospital campus and a 2nd Baby Café opened.

• **Oswego:** They are supporting local built environment projects with signage and extending some of the Local IMPACT work in Fulton to other areas of the county. They have supplied books for NDPP and supported CDSMP. They are working to restructure their suicide prevention coalition and doing a nutrition project with local stakeholders. Work on their integrated care delivery network continues with patient pilots this fall.

The next Steering Committee meeting is scheduled for Monday, November 14th from 2pm – 3:30pm.
PHIP Steering Committee Meeting  
November 14, 2016, 2:00 PM-3:30 PM  
HealtheConnections

Attendees: Rachel Kramer (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Bruce Hathaway (HealtheConnections), Susan Fox (HealtheConnections), Corey Reiner (HealtheConnections), Rebecca Shultz (Onondaga County Health Department), Jenna Nunziato (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Susan Williams (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Eliesa Annarino (CNY Health Home, Inc.)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status of PHIP Payments and Invoicing</td>
<td>Payments for May through August 2016 have been sent to County Agents. There was a delay in the processing for the April invoices, but they should be processed soon, along with the September invoices.</td>
</tr>
</tbody>
</table>
| Review of Advisory Committee Meeting Discussion | The group discussed the action items proposed in the R.A.C. meeting on 11/10. Projects worth considering include:  
  - Training on infographics, offered in-person  
  - Training on social media  
  - Creating custom dashboards  
  - Purchasing the functionality to create customized print-friendly products from HealtheCNY  
  - Training on using qualitative data in an impactful way (using data with stories) |
| New Nielsen Claritas demographics data will be added to HealtheCNY within 4 weeks. |
| Year 2 Prevention Agenda Special Projects | Proposals for special projects to support the county-specific Prevention Agenda priorities and associated CHIPs and CSPs for each county have been received from most counties. The final set of PHIP proposed activities will be reviewed at the December PHIP Steering Committee Meeting. |

  • HeC will explore offering trainings and other products to support regional data needs.
Status of CHAs, CHIPs and CSPs
Each county provided updates:

- **Cortland**: Mental Health and Substance Abuse is being added as a focus area.
- **Onondaga**: They have drafted the summary of the community engagement part of their report. They are working to compile the rest of the required documents, but on track.
- **Oneida**: The Health Department considered adding substance abuse, but tobacco and breastfeeding will remain the priorities.
- **Madison**: They have a draft that will be presented to their stakeholder group on 11/15/16. The priorities will be increasing colorectal cancer screening and maintaining healthy weight.

Mary will be emailing about the next HealtheCNY Workgroup meeting. The next Steering Committee meeting scheduled for Monday, December 5th will be rescheduled for later in December.
### PHIP Steering Committee Meeting

**December 19, 2016, 1:00 PM-2:00 PM**  
**Conference Call**

**Attendees:**  
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Bruce Hathaway (HealtheConnections), Susan Fox (HealtheConnections), Bridget Lenkiewicz (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Eliesa Annarino (CNY Health Home, Inc.), Jessica Soule (Cayuga County Health Network, Brian Coleman (Oswego County Opportunities), Debbie Gordon-Messer (HealtheConnections)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
</table>
| **Status of PHIP Payments, Invoicing, and Contracts** | Payments for September 2016 have been sent to County Agents. Payments for April 2016 invoices are still in process, but will be paid shortly. HealtheConnections thanks and appreciates the improvements made by the County Agents in the timely submission of the monthly invoices!  
The PHIP year 3 contract between the NYSDOH and HealtheConnections is still not in place. Rather than extending the current contract (as reported last month), the NYSDOH has decided to create a new year 3 PHIP contract. HealtheConnections has requested a letter of commitment for year 3 of PHIP from the NYSDOH, to allow us to extend contracts with County Agents, prior to having the state contract fully in place. NYSDOH will not be able to process year 3 invoices and payments until they have a contract in place.  
*When Rachel receives the NYSDOH letter, she will send County Agents the Statement of Work for Year 3 of PHIP.* |
| **New Monthly Reporting Format** | Rachel emailed out a draft of a new monthly reporting form (a Word document, not Excel). We believe this format will be easier to complete and more useful to review. County Agents provided input on the form. It was clarified that everyone should still send minutes and agendas of stakeholder meetings along with their Monthly Reports. The new form can be used for December reports.  
*Send Rachel any feedback on the new reporting format.*  
*Rachel will email everyone about using the new format going forward.* |
| **Proposed PHIP Sponsored Trainings for Year 3** | Rachel sent a 1-page document outlining draft ideas for a series of 3 trainings on visual communications that PHIP could offer in the spring. The proposal was reviewed and partners provided input: |
• Everyone was open to the proposal and supportive of moving forward
• There was discussion of the benefits/drawbacks of offering the trainings for free
• People prefer to hold all 3 trainings in the same location, rather than rotating locations throughout the region
• Possible locations outside Onondaga County: Welch Allyn Lodge, SUNY Morrisville Hospitality Center, Community Foundation of Herkimer & Oneida Counties
• The visual communications principles that people will be learning in the trainings should be used in materials promoting the trainings
• We should clarify/promote exactly what people will get out of these trainings (e.g., learn how to create a visual report for your funders)

HealtheConnections will continue exploring this idea.
County Agents should send any suggestions/feedback on the trainings.

County updates
Cortland shared that they are actively working to plan the Cortland Counts forum, which is scheduled for January 18th. This is the annual meeting where Cortland County stakeholders review their county’s data and progress on their priority issues. Everyone is welcome to attend.

Erin will email everyone the invitation to the Cortland Counts forum.

Prevention Agenda Special Project Funding
Invoice #1 should be sent by the middle of January. Invoice #2 is tied to Year 3 contracts.

Rachel will email everyone to schedule Steering Committee meetings for 2017.

2017 Meetings
The next Steering Committee meeting is scheduled on a holiday. Rachel will reschedule and aim to continue having meetings on the first Monday of the month.
PHIP Steering Committee Meeting
January 9, 2017, 1:00 PM-2:30 PM
HealtheConnections, 109 S. Warren St., Syracuse, NY 13202

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Susan Fox (HealtheConnections), Rebecca Shultz (Onondaga County), Bridget Lenkiewicz (Onondaga County Health Department), Susan Williams (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Eliesa Annarino (CNY Health Home, Inc.), Jessica Soule (Cayuga County Health Network)

Agenda Item  Action Items / Next Steps

Year 3 Updates re: Contract and SOW
NYSDOH sent a formal letter stating that there will be a new contract for Year 3 of PHIP. At present, there is only a commitment for 1 additional year of funding, but the contract may be renewed for up to two additional one year periods, contingent upon satisfactory performance and the availability of continued funding. HealtheConnections’ contract for Year 3 with NYSDOH is being finalized now and will hopefully be executed shortly.

Payment for April 2016 is still outstanding, but HealtheConnections will continue to inquire with NYS on the processing of that payment. County Agents should use the new monthly reporting form going forward.

HealtheCNY Updates
Debbie and Mary reviewed some updates that have been made to HealtheCNY.org in recent months:

- Addition of school district level data for Youth Obesity
- 250 Nielsen Claritas demographic data points (annual estimates), available in tables and graphs
- New Help button
- 11 new topic-specific dashboards
- Back-end changes to make the site more mobile-friendly
- Edits/updates to activities on topic pages

Many changes to the site will be needed in light of the priorities chosen for the 2016-18 NYS Prevention Agenda cycle. This offers an opportunity to rethink the way we present the priority health topics on HealtheCNY. The group discussed several possibilities for changing the website so that it’s easier for health professionals to...
find useful information, such as what their county is doing to address NYS Prevention Agenda priorities. The group generally supported:

- Highlighting the Prevention Agenda Focus Area on each county’s page
- Removing or separating the “cross-cutting” topics from the other “health priority” topics in the site’s navigation
- Combining the Healthy Eating and Active Living pages into one Obesity page
- Moving or eliminating content from the Health Priorities page, such as Activities
- Using County Pages to highlight what each county is doing to address its priority issues

Everyone generally agreed that the data are the main focus of the site, and the other pages are less useful. The group was comfortable with HealtheConnections making the final decision about HealtheCNY changes, rather than getting feedback through a survey. The HealtheCNY Workgroup may also be helpful in making decisions about how to change the website.

**Upcoming Regional Advisory Committee Meeting**

The group discussed possibilities for the agenda of the February R.A.C. meeting. We could continue having meetings focused on specific topics or have a general meeting to review PHIP Year 2 activities. There was discussion of topics such as:

- How having meetings focused on topics is helpful, because it provides opportunities for inviting specific people
- How to get decision-makers to attend meetings regularly and to advise PHIP
- Pros and cons of meetings focused on different priority areas, such as Breastfeeding
- Participation of rural counties
- Goals of the R.A.C., how to identify ways that PHIP can add value to existing activities regionally
- Adding members to the R.A.C.

Mary will send County Partners a summary of proposed changes to HealtheCNY and examples from other HCI sites.

County Agents should email Rachel the names of people they would like to invite to R.A.C. meetings, so they can receive the invites.
Prevention Agenda Priorities and Regional Funding
PHIP’s Year 3 budget has a line for regional projects to be identified. Everyone should think about this so we can discuss at future meetings

Update on proposed PHIP-sponsored trainings for Year 3
HealtheConnections staff has reached out to several organizations with expertise in visual communications and is awaiting specific proposals. We are still looking for a local expert who might facilitate the trainings and aiming to offer trainings in the spring.

Next Meeting: Monday, February 6, 2017
PHIP Steering Committee Meeting
March 6, 2017, 1:00 PM-2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Susan Fox (HealtheConnections), Rebecca Shultz (Onondaga County), Bridget Lenkiewicz (Onondaga County Health Department), Caroline the Intern (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Eliesa Annarino (CNY Health Home, Inc.), Jessica Soule (Cayuga County Health Network), Brian Coleman (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year 3 Updates re: Contract and SOW</strong></td>
<td><strong>County agents should work with Rachel to finalize their Statement of Work for Year 3, if they have not done so already.</strong></td>
</tr>
<tr>
<td>HealtheConnections’ contract with NYSDOH for Year 3 of PHIP was recently executed. This means that HeC can move forward finalizing each county’s Statement of Work for Year 3, and County Agents can submit invoices for work completed. Please note that the Year 3 monthly invoice amount is a little different than the Year 2 amount. The Year 3 invoices must reflect the Year 3 amount.</td>
<td></td>
</tr>
<tr>
<td><strong>Visual Storytelling and Infographics Training Discussion</strong></td>
<td></td>
</tr>
<tr>
<td>Resource Media sent HealtheConnections a proposal for holding 1-2 trainings on visual storytelling in late April or May. The training content was discussed and partners provided examples of issues that they would like the training to address. These included the following topics:</td>
<td></td>
</tr>
<tr>
<td>• Creating a public health campaign that is a “call to action” – urging people to take the next step.</td>
<td></td>
</tr>
<tr>
<td>• Creating social norming campaigns around things like: oral health, breastfeeding, diabetes, substance abuse</td>
<td></td>
</tr>
<tr>
<td>• Creating testimonials from people who have participated in or referred people to the National Diabetes Prevention Program (NDPP) or Chronic Disease Management Program (CDSMP) – success stories</td>
<td></td>
</tr>
<tr>
<td>• Communicating to decision makers/elected officials/politicians about our population health improvement activities and about population health data</td>
<td></td>
</tr>
</tbody>
</table>
• Communicating to small retail store owners about things like nutritional standards – especially challenging when English is not their first language
• Communicating about data, specifically about more complex concepts such as a rate – how to explain what a rate per 10,000 or 100,000 means
• Matching tools for communication to the audience – we communicate to community members, to providers, to public health professionals and to elected officials.
• Communicating about population level data (e.g., disparities in disease prevalence/incidence by geography, race/ethnicity, poverty, education) to engage stakeholders, make a case for the need for funding, and to get support for an issue.

There was discussion about who to invite and how to equitably fill slots in the training. It was agreed that each county should be given a certain number of slots to fill. There was agreement that it would be useful for the training to include something about how to develop videos. Bridget shared that a class at the Syracuse University Newhouse School is producing a video for one of their initiatives; other counties may want to take advantage of this free resource.

HealtheConnections is also planning to offer a training on Infographics in May or June. This will provide a basic overview of what infographics are, how to develop them, and tools that can help with infographic development. The Resource Media training is meant to help people with some key steps in infographic development, such as identifying your audience and selecting appropriate visual communications.

HealtheCNY Updates
Mary provided a few updates:
• The health priorities listed on county pages have been changed to reflect the 2016-18 Prevention Agenda priorities. In addition, the navigation menu under Health Priorities was changed to reflect top priorities.
• HealtheConnections convened a HealtheCNY Workgroup meeting in early February. HeC is still determining how to proceed with changes as a result of that call, but Mary will be in touch when decisions are finalized.

Regional Advisory Committee Follow-up and Next Topic
Everyone shared feedback from the recent meeting about Breastfeeding promotion. Comments/suggestions included:
• Rachel will relay partners’ feedback to Resource Media and proceed with planning the training.
• County Agents should email Rachel any resources from their counties that should be shared back with the group.
• The regional sharing was positive, and it was good to be advised about specific issues.
• There could be more connection of the data to the discussion of how to address problems.
• It may be worthwhile to survey the group and collect all the resources that they would like to share back with everyone.

The group discussed possible topics for future R.A.C. meetings. Suggested topics included Obesity (or select questions related to this topic) and Sustainable PSE Changes.

Updates on PHIP Special Projects
Each county reported out on the status of their PHIP Special Projects.

• Oswego – They are working with a consultant to enhance access to services by implementing a centralized care coordination infrastructure model to facilitate population health management.
• Madison – They are launching a worksite wellness coalition for Madison County to help address their Prevention Agenda priorities to reduce obesity and increase colorectal cancer screening.
• Oneida – They are developing a social norming campaign for breastfeeding.
• Onondaga – They are developing a website and social media campaign on opioids.
• Cayuga – They are promoting a Book and Bag project to encourage healthy lifestyles for children, both literacy and physical play and supporting an effort to promote physical activity through outdoor exercise equipment and associated signage.
• Cortland – They are supporting 4 different projects: an Emotionally Disturbed Persons Response Team training, online DPP, a social norming campaign, and support of Cortland’s 211 call center.

Next Meeting: Monday, April 3, 2017
PHIP Steering Committee Meeting
April 3, 2017, 1:00 PM-2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Susan Fox (HealtheConnections), Bridget Lenkiewicz (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Eliesa Annarino (CNY Health Home, Inc.), Jessica Soule (Cayuga County Health Network), Brian Coleman (Oswego County Opportunities)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates | • Bruce will change Madison County’s address with the accountant
Year 3 contracts have been executed for most counties. Reports on Prevention Agenda special projects have been submitted by most counties.
Regional QTAC Training in 2017 | With the goal of enhancing capacity to offer evidence based chronic disease prevention and control programs, the group discussed the value of offering a QTAC training for the CNY region. Options include training peer leaders for the Chronic Disease Self-Management Program (CDSMP), peer leaders for the Diabetes Self-Management Program (DSMP), or lifestyle coaches for National Diabetes Prevention Program (NDPP). HealtheConnections had a positive experience working with QTAC to hold a training in CNY for NDPP last year. Megan gathered some initial information from QTAC. Comments:

• Most counties have some interest in CDSMP, DSMP
• The Oneida County Office for the Aging is holding a CDSMP training in Utica soon
• There is significant interest in the DSMP training in Oswego County, but people may not want to wait until summer
• Several people would like to explore the Active Living Every Day program, which is prevention-focused, and only an hour long time commitment
• If we have a training, it would be better to hold it before summer. Last year’s NDPP training, held in June, was convenient.
Regional Advisory Committee Focus and Planning
The group discussed issues in their county related to Obesity Prevention that might be topics for the next R.A.C. meeting. There were many common challenges shared, including:

- Lack of healthy options in corner store retail environments
- Difficulty getting people (especially those using SNAP) to use farmer’s markets for a variety of reasons
- How to encourage physical activity despite barriers
- How to effectively promote recreation resources

Everyone agreed that nutrition and physical activity should be addressed in separate meetings.

HealtheCNY Updates and Promotional Activities
Mary introduced new changes/improvements to the demographics data on HealtheCNY. Debbie shared new ways that we might change the topic pages on the website.

Everyone discussed audiences that might be interested in HealtheCNY content, such as schools, colleges, healthcare organizations, foundations, media outlets, agencies, coalitions, businesses, and their staffers. The group also discussed various channels through which we might promote HealtheCNY.

DSRIP Supported Community Conversations
The CNY Care Collaborative funded 1 organization in each of its counties to conduct listening sessions with specific populations of Medicaid patients or those who serve Medicaid patients. Eliesa shared her experience conducting focus groups with the Latino population and several refugee groups in Utica (Oneida County). Jessica shared her experience conducting focus groups with people in subsidized housing and community leaders in Cayuga County. Both efforts used a survey to gather quantitative data in addition to the qualitative data from focus groups. Final summary reports were shared with CNY Care Collaborative and may be presented in their counties.

Next Meeting: Monday, May 1, 2017
# PHIP Steering Committee Meeting

**May 1, 2017, 1:00 PM-2:30 PM**  
**HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204**

### Attendees:
- Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Susan Fox (HealtheConnections), Bridget Lenkiewicz (Onondaga County Health Department), Erin Ladoceour (Seven Valleys Health Coalition), Eliesa Annarino (CNY Health Home, Inc.), Jessica Soule (Cayuga County Health Network), Brian Coleman (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td>There are no new updates from NYS DOH about PHIP Year 4 or the request to fund trainings this year. Regular payments and Special Project payments are happening.</td>
</tr>
<tr>
<td><strong>Health Foundation for Western &amp; Central New York final project:</strong> <em>Medication Adherence: Increasing access and information to improve health outcomes</em></td>
<td>Jess, Brian, and Bonnie participated on a Medication Adherence project through the HFWCNY’s Health Leadership Fellow program. They shared a video describing the project and everyone discussed.</td>
</tr>
</tbody>
</table>
| **CHIP/CSP Activities on HealtheCNY** | Mary presented the plan:  
- to phase out Activities on the topic pages in their current form  
- to instead focus on Prevention Agenda related activities on county pages  
- to have intern work on this project in June/July (Carolyn starts May 30th)  
- to complete initial development by end of summer  
- to have counties maintain activity content moving forward  

  Everyone discussed the process for moving forward. Several examples of how activities might be presented were viewed. |
| **HealtheCNY Updates and Promotional Activities** |  
- County Partners will speak with county stakeholders, consider their audience, and choose a format for their county’s activities on HealtheCNY by June 5th PHIP meeting.  
- HealtheConnections will work on promotions of HealtheCNY that can be used on social media and in newsletters. |
A HealtheCNY Workgroup meeting is scheduled for Thursday, May 11th. Over the summer, an intern will work to develop promotional materials that can be shared with partners. Everyone should provide feedback on the easiest format for sharing.

**Leadership Academy**
The Department of Transportation has released a guide for communities to hold a 3-part training entitled Every Place Counts: Leadership Academy. The training includes a plain language toolkit with information about how to engage in local transportation decisions. It could be held by any partners on their own, or it could be planned as a regional or multi-county activity.

**Plans for Spring Regional Advisory Committee**
Rachel emailed County Agents requesting suggestions and the names of people interested in attending the next R.A.C. meeting. The focus will be on nutrition-related activities, such as work to promote farmer’s markets or healthy options at small retail stores. Everyone discussed different ways to frame the discussion groups (e.g., by target sector).

**Next Meeting:** Monday, June 5, 2017
PHIP Steering Committee Meeting  
June 5, 2017, 1:00 PM  
Conference Call

Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Susan Fox (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (intern), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Health Network), Brian Coleman (Oswego County Opportunities), Bonnie Slocum (Madison County Rural Health Council), Stephanie Henry (Madison County Rural Health Council)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Updates</td>
<td>• Rachel will re-schedule the next PHIP meeting and schedule the R.A.C. meeting</td>
</tr>
<tr>
<td>Summer Intern Introduction and Responsibilities</td>
<td></td>
</tr>
<tr>
<td>Chip/CSP Activities on HealtheCNY</td>
<td>• Mary and Carolyn will follow up with each county about this project.</td>
</tr>
<tr>
<td>Plans for Visual Communication Regional Training</td>
<td>• County Agents should email Rachel with any scheduling conflicts in September.</td>
</tr>
<tr>
<td>The July Steering Committee meeting is on the Monday close to the 4th of July, so Rachel will reschedule. The next R.A.C. meetings have not yet been scheduled.</td>
<td></td>
</tr>
<tr>
<td>Carolyn Ashley was introduced; she is an MPH student from SUNY Albany who will be interning with HealtheConnections for the summer. Her responsibilities will involve help with evaluation projects and HealtheCNY. Carolyn will be developing use cases and social media messaging about HealtheCNY’s data which can be used by partners. She will also be active on the project to add CHIP/CSP activities to HealtheCNY.</td>
<td></td>
</tr>
<tr>
<td>Following last month’s meeting, Mary emailed County Agents about this project and asked people to identify potential audiences for the Activities and to prioritize a format. Mary invited partners to ask questions or share thoughts on this project.</td>
<td></td>
</tr>
<tr>
<td>We are moving forward with making arrangements for the visual communications training with Resource Media. The group agreed to have the training in September, given the challenges of scheduling during the summer. Various dates/conflicts were discussed. The current plan is to have 2 trainings – one for County Agents and partners, and one for other PHIPs across the state. Each County Agent will likely have a set number of slots that they can fill with participants from their county. More details will be shared shortly.</td>
<td></td>
</tr>
</tbody>
</table>
PHIP Steering Committee Meeting
July 10, 2017, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Rachel Kramer (HealtheConnections), Bruce Hathaway (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Susan Fox (HealtheConnections), Carolyn Ashley (HealtheConnections’ intern), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Health Network), Brian Coleman (Oswego County Opportunities), Bonnie Slocum (Madison County Rural Health Council), Danielle Sadallah (Central New York Health Home Network), Bridget Lenkiewicz (Onondaga County Health Department)

**Attendees:**

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td>Payments for January – March 2017 are delayed, but in-process.</td>
</tr>
<tr>
<td><strong>Fall Trainings</strong></td>
<td></td>
</tr>
<tr>
<td>- Visual Storytelling Training</td>
<td>Liz Banse of Resource Media, a national not-for-profit communications firm, will be coming to Syracuse in September for visual communications training focused on the creation of effective print materials and some video materials. The training will go beyond technical skill, drawing from research, image testing, and best practice examples. Space is limited and county partners will submit names to PHIP staff for invitations to be extended. Each county will be able to send at least two people, and more as space allows. County partners should give a list of names to invite to the training to Rachel by July 21st. PHIP staff will send a flyer about the Visual Storytelling training via email for county partners to use in their recruitment of attendees. PHIP staff will send additional information about the Infographic Training in the coming weeks.</td>
</tr>
<tr>
<td>- Infographic Training</td>
<td>Melanie Drotar of Onondaga County Health Department will share her expertise on infographic development at a training in Syracuse in October. Topics will include defining what an infographic is, key principles for designing them, and free tools available to help create them. More detailed information on registration of partners will become available in the coming weeks. County partners should preview the changes and email Mary any additional changes needed.</td>
</tr>
<tr>
<td><strong>HealtheCNY Updates</strong></td>
<td></td>
</tr>
<tr>
<td>- Topic Pages Restructured</td>
<td>Major changes were made to the topic pages, to streamline content and eliminate unnecessary pages. A formal announcement about the changes will be sent later this week. County partners should preview the changes and email Mary any additional changes needed.</td>
</tr>
</tbody>
</table>
• **County Activities** – Carolyn is working with partners to present CHA/CHIP activities on county pages. Several mock-ups were shown to the group, demonstrating different ways counties are choosing to present their information, providing more or less detail on goals, objectives, targets, timelines, etc. The new Activities format will replace the former “regional activities” tiles that were located on each of the topic pages.

• **Custom Location Groups** – New functionality allows for zip codes to be grouped together to represent a geographic area. A group of Syracuse zip codes was shown as an example. Other ideas of useful groupings were discussed.

• **Health Observances** – Carolyn is drafting communications related to health observances that use HealtheCNY data, for partners to use. The first set relate to National Breastfeeding Awareness Month, which partners can use in August. We will be looking for feedback on these resources, hoping to improve over time. The goal is to address each of the CNY priority issues in the topics chosen throughout the year.

CDSMP/DSMP Capacity-Building Discussion

Several HealtheConnections’ initiatives have an emphasis on building the capacity of chronic disease prevention and management programs in the region, as do some county partner organizations, and other health and human service providers and community-serving organizations. A PHIP workgroup met in 2015 to address marketing, referrals, training needs, and coordination between providers of the program in the region. The R.A.C. meeting in August 2016 also focused on challenges and opportunities in this area.

There was discussion around reviving a workgroup to address some of the challenges shared across organizations that support these programs, and specific needs that county partners see. Challenges discussed today include:

• Recruitment given time commitment required by programs (especially NDPP)
• Meeting CDC requirements for 50% documented with prediabetes instead of just “at-risk” status (specific to NDPP)
• Building pipelines for referrals into programs from health care providers and other organizations
• Marketing not to consumers, but to health care providers

Suggestions made by other county partners include using word of mouth in community, collaborating on messaging and promotion,

• **County partners can email Mary with additional suggestions of geographic areas that would be useful to have grouped for data indicator searches.**

• **Mary will email the list of health observances to partners when the communications document is sent.**

• **PHIP staff will schedule a workgroup meeting for August 2017 and create a list of topics that can potentially be discussed/addressed moving forward.**
developing profiles of people that have been successful in the program to show to health care providers and patients. Other regional strengths, weaknesses, challenges, opportunities, etc. have been documented at previous meetings and can be revisited in workgroup meeting.

County Updates

- **Cortland** – Incorporating a digital layer into their NDPP program, using Sidekick Health. Entered a partnership agreement with the Mohawk Valley Perinatal Network to use their Breastfeed Your Baby Here app, which was discussed at the R.A.C. meeting this past winter.
- **Onondaga** – Working on their media campaign about opioid abuse, planning to use billboards and other materials that were field-tested. Building a website for their campaign using the LiveStories platform.
- **Madison** – Held their second Worksite Wellness Committee meeting, where they offered small grants for worksite projects. They now have 7 Monday Miles, including 2 that were recently assessed for the Inclusive Recreation Resource Center database.
- **Oswego** – Offered mini-grants in conjunction with the Local IMPACT employer event and funded several proposals. Working on signage for recreation trails. Care coordination planning with a consultant group continues.
- **Oneida** – Working on a wellness challenge within CNYHHN. Local partners recently launched the Mohawk Valley Breastfeeds campaign, using cut-out images. Beginning a project in collaboration with the Mohawk Valley Refugee Center.
- **Cayuga** – In August, will hold second annual breastfeeding event for providers, which is open to attendees from the region. Surveying healthcare providers about pre-diabetes, and soon will break ground on an adult exercise park.

**Next Meeting:** August 7, 2017
PHIP Steering Committee Meeting
September 25, 2017, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Bruce Hathaway (HealtheConnections), Susan Fox (HealtheConnections), Carolyn Ashley (HealtheConnections), Erin Ladoceour (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Health Network), Bonnie Slocum (Madison County Rural Health Council), Danielle Sadallah (Central New York Health Home Network), Bridget Lenkiewicz (Onondaga County Health Department), Brian Coleman (Oswego County Opportunities), Leanna Cleveland (Oswego County Opportunities)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates | This is the last PHIP Steering Committee meeting with Bridget (who is moving away) and Brian (who has accepted a new position at OCO). Leanna is the new coordinator of the Rural Health Network and will represent Oswego County on the PHIP Steering Committee going forward.

We are still waiting to hear from NYS Dept of Health about Year 4 Contracts, but expect we can move forward with planning soon.

Fall Trainings Follow-up and Planning | • County partners will promote upcoming Infographics training to relevant partners. [Done]

The group discussed feedback on the Visual Storytelling training held on September 11th. After the training Liz shared several ideas for regional collaboration:

• A shared photo library, which would include local photos and release forms, so others could use them
• A shared subscription to a photo service (Thinkstock, Getty, etc.)
• A training for partners about how to take quality photos

The group discussed several ideas, as well as the upcoming Infographics training.

HealtheCNY Updates | • County partners should review the HealtheCNY pages for their county and follow up with Mary if any additional changes are needed.

• Census Place Data Added, County Data Pages Restructured – Each county’s Data page under the Explore Data menu has been updated. Each county now has a dashboard with its county and city-level data.
• **Grant-writing Center** – Some information from county data pages and topic pages was repackaged to create a Grant-writing Center section under Tools & Resources.

• **Quality Assurance checks** – HeC staff are reviewing HealtheCNY to check hyperlinks and make sure information is up-to-date. Each partner should review their county’s information (partners, quotes, etc.).

**Policy Benchmarking Project**
Carolyn shared the plan for a regional Policy Benchmarking project, which aims to examine best practice policies in Central NY. Several policies focused on chronic disease prevention were identified, and staff are planning to research the presence or absence of these policies in the 6 CNY counties and 6 cities. The final product will likely be made available on the HealtheCNY website.

**Special Project Updates**
Rachel asked two counties to share their progress on special projects. Other counties can present at subsequent meetings.

• **Oswego** – Brian shared information about how the Rural Health Network has been working with a consultant to bridge the gap between patients and services. They have developed a health risk assessment that healthcare providers can use with patients to make referrals. They are focusing on access to food, housing, and transportation. SUNY Oswego’s Computer Science Dept is collaborating to develop a website that will direct patients to services. They are also working with SUNY Oswego to "gamify" access to health services with a professor that is an expert in this area.

• **Onondaga** – Bridget gave a presentation about Onondaga County Health Department’s opioid media campaign and their new Live Stories website to share opioid data.

County partners will need to submit a final report about the special projects.

**Other Updates**

• **Cortland** – has launched their work with Sidekick Health

• **Madison** – has researched Active Living by Design classes, which two local companies are offering.

• **Cayuga** – is exploring motivational interview training.

**Next Meeting:** November 6, 2017
## PHIP Steering Committee Meeting

**November 6, 2017, 1:00 PM – 2:30 PM**  
**HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204**

Rachel Kramer (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Megan Lee (HealtheConnections), Mary Carney (HealtheConnections), Carolyn Ashley (HealtheConnections), Jackie Carlton Leaf (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Health Network), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Leanna Cleveland (Oswego County Opportunities); Eliesa Annarino (Central New York Health Home Network) attended remotely

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
</tbody>
</table>
Rachel Ladouceur has accepted a new position and is no longer with Seven Valleys Health Coalition. Jackie is coordinating the staff transition.  
Rachel received confirmation from the NYS Department of Health that PHIP will receive Year 4 funding starting in January of 2018. HealtheConnections would like to work with each County Partner to create a county-specific Statement of Work (SOW) related to one of the following categories:  
1. **Chronic Disease Prevention and Management** (e.g., support of NDPP, CDSMP or DSMP; promotion or support of policies, systems or environmental changes associated with chronic disease)  
2. **Health Disparities** (e.g., addressing social determinants of health; promotion or support of policies, systems or environmental changes that are specifically addressing a disparity)  
3. **Provision of Data** (e.g., data analyses, application of data, compilation or collection of data)  
4. **Clinical Community Linkages** (e.g., facilitation of referrals between health care providers and community resources; supporting policies, systems or environmental changes that improve linkages between health care providers and community organizations)  

• County partners should consider their Year 4 SOW and plan to meet with HealtheConnections staff to discuss  

In addition, all county partners will continue to engage stakeholders in their counties, represent their county in regional activities and participate in the PHIP Steering Committee and work
groups. HealtheConnections will aim to finalize the Year 4 contract documents for each county, including the new SOW by January.

HealtheCNY Updates

- **Health Observance Packages**: Carolyn asked the group for feedback on the monthly health observance packages. County partners thought it was helpful that the packages allowed them to tailor the message themselves and had different options to choose from.
- **Custom Infographics**: Mary talked about the possibility of creating county-specific infographics if county partners are interested.
- **HealtheCNY Videos**: Debbie asked the group what types of videos about HealtheCNY they would like created. County partners suggested making tutorial videos on finding data on the website.
- **HealtheCNY Presentations**: HealtheConnection staff are available to do presentations about HealtheCNY.

Policy Benchmarking Project

Mary reviewed the plan for the regional Policy Benchmarking project, which aims to examine best practice policies in Central NY. The first mockup of the project was shown to the group. Mary and Carolyn are currently collecting data and ideas for the project. A launch event for the project was also discussed.

Next Meeting: December 4, 2017
PHIP Steering Committee Meeting
February 5, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Leanna Cleveland (Oswego County Opportunities) Samantha Metz (Seven Valleys Health Coalition), Carolyn Wagner (Seven Valleys Health Coalition); Eliesa Annarino (Central New York Health Home Network) and Danielle Sadallah (Central New York Health Home Network) attended remotely

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Updates</td>
<td>County partners should begin using their new monthly report template.</td>
</tr>
<tr>
<td>• New Monthly Report Template: County partners will receive a new monthly report template that reflects their PHIP Year 4 Statement of Work (SOW).</td>
<td></td>
</tr>
<tr>
<td>• PHIP Year 4: PHIP Year 4 contract with NYS is in place.</td>
<td></td>
</tr>
<tr>
<td>HealtheCNY Updates</td>
<td>County partners should contact Debbie or Carolyn with any feedback about the site changes or tutorial videos.</td>
</tr>
<tr>
<td>• HealtheCNY Menu and Landing Page Changes: Debbie showed the changes made to the Explore Data menu and landing page. These changes were made in response to county partners’ feedback at a previous PHIP Steering Committee meeting.</td>
<td></td>
</tr>
<tr>
<td>• HealtheCNY Videos: Debbie showed the new HealtheCNY tutorial videos available on the Explore Data landing page.</td>
<td></td>
</tr>
<tr>
<td>HealtheCommunities Updates</td>
<td>County partners should contact Carolyn or Mary with HealtheCommunities feedback.</td>
</tr>
<tr>
<td>• Email: An email announcing HealtheCommunities was sent to the contact lists provided by county partners.</td>
<td>County partners should feel free to forward the HealtheCommunities email to any of their partners.</td>
</tr>
<tr>
<td>• Postcards: Postcards announcing HealtheCommunities will be mailed to contacts next week.</td>
<td></td>
</tr>
<tr>
<td>• Social Media Package: A HealtheCommunities social media package is in development.</td>
<td></td>
</tr>
<tr>
<td>Regional Meeting Planning</td>
<td>County partners should contact Mary or Carolyn with ideas for the regional meeting.</td>
</tr>
<tr>
<td>Mary spoke about plans for a regional meeting to engage decision makers and community leaders on chronic disease policies. The group discussed ideas and next steps following the meeting.</td>
<td></td>
</tr>
</tbody>
</table>

Next Meeting: March 5, 2018
PHIP Steering Committee Meeting
March 5, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Leanna Cleveland (Oswego County Opportunities) Samantha Metz (Seven Valleys Health Coalition), Carolyn Wagner (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Community Health Network), Marnie Annese (Health Foundation for Western & Central New York), Jessy Minney (Health Foundation for Western & Central New York); Eliesa Annarino (Central New York Health Home Network) and Danielle Sadallah (Central New York Health Home Network) attended remotely.

Agenda Item Action Items / Next Steps

Administrative Updates
- **New Monthly Report Template**: County partners were sent a new monthly report template.
- **Prevention Agenda Feedback**: Rachel briefly showed slides from the New York State Department of Health with information about the 2019-2024 NYS Prevention Agenda. NYSDOH is requesting feedback before finalizing the priorities, focus areas and goals and developing priority specific action plans. The slides and survey link were sent out to county partners by Rachel.
- **County partners should begin using the new monthly report template.**
- **County partners should review the slides and provide feedback.**
- **County partners should share the slides and survey with their partners.**

HealtheCommunities Event Updates
- **HealtheCommunities Registration**: Mary discussed the registrants for the HealtheCommunities event and encouraged outreach to target audiences.
- **HealtheCommunities Agenda**: Mary showed the draft agenda for the event and asked county partners for input on the event activities.
- **Slido Demonstration**: Mary demonstrated an interactive polling and question tool that could be used at event. Partners discussed their opinions of using Slido.
- **County partners should encourage their partners to register for the event**
- **County partners should let Mary or Carolyn know if they have ideas for the event**

HealtheCNY Updates
- **Location Report Builder Demonstration**: Carolyn demonstrated a new tool available on HealtheCNY that can help users create custom reports using data on the website.
- **County partners should contact Carolyn or Debbie with any questions or comments about the Location Report Builder tool.**
Health Foundation for Western & Central New York

- **Introductions:** The group was introduced to Marnie and Jessy from the Health Foundation for Western & Central New York and learned about the work being done by the organization in the region.

- **Future Training Opportunity:** Marnie and Jessy introduced the possibility of doing a capacity building training for nonprofit organizations sometime this year.

**Next Meeting:** TBD

- County partners should reach out to Marnie if they have thoughts or ideas about the training.
PHIP Steering Committee Meeting
April 9, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Rebecca Shultz (Onondaga County Health Department), Leanna Cleveland (Oswego County Opportunities) Samantha Metz (Seven Valleys Health Coalition), and Jessica Soule (Cayuga County Community Health Network).

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates
- **PHIP Funding:** Funding for Year 5 was in the budget, but PHIPs have not received any formal notification regarding the funding amount.
- **Walk Audits:** An application for Mark Fenton to return to do walk audits will be sent out through SurveyMonkey.
- **Prevention Agenda Feedback:** NYSDOH is requesting 2019-2024 NYS Prevention Agenda feedback. Rachel showed a Prevention Agenda video created by Common Ground Health that can be shared with partners.
- **Prevention Agenda Guidance:** Sylvia Pirani sent PHIPs guidance for the next round of the Prevention Agenda; which Rachel will share.
- **NYSPHA Conference:** Rachel asked if any county partners would be attending the NYSPHA Conference next week.

HealtheCommunities Regional Meeting Debrief and Next Steps
- **County Partner Feedback:** The group gave feedback on key components of the meeting, including the format, venue, resources, speakers, and engagement.
- **Next Steps Document Feedback:** Rachel and Carolyn shared feedback given by meeting attendees. There was interest in having another meeting focused on nutrition policies and interest in advocacy training.
- **Fall Event Planning:** The group did some brainstorming about possible speakers for the next event.

NDPP Training Opportunity
- **HealtheConnections is sponsoring a National Diabetes Prevention Program Lifestyle Coach training on June 11th and 12th in Syracuse.**

- County partners should provide Prevention Agenda feedback by May 1st and share the slides, video, and survey with their partners.

- County partners should let Mary or Carolyn know if they have any additional feedback or ideas for the next meeting.

- County partners should let Mary or Carolyn know if they want to assist with planning the next regional meeting.

- County partners should let their partners know about the training and contact Megan if
County Partner Updates
- County partners each provided a brief update on the work they are currently engaged with in their counties.

Next Meeting: May 7, 2018
PHIP Steering Committee Meeting  
May 7, 2018, 1:00 PM – 2:30 PM  
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Samantha Metz (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Community Health Network), Eliesa Annarino (Central New York Health Home Network), Danielle Sadallah (Central New York Health Home Network), Bridget Lenkiewicz (Onondaga County Health Department), and Lorraine Alcover Fernández (Onondaga County Health Department).

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• <strong>PHIP Year 5:</strong> PHIPs have not yet received formal confirmation of Year 5 funding.</td>
</tr>
<tr>
<td></td>
<td>• <strong>Welcome Bridget and Lorraine:</strong> Bridget and Lorraine are now representing Onondaga County in the PHIP Steering Committee.</td>
</tr>
<tr>
<td><strong>Social Determinants of Health Innovation Application</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rachel emailed county partners information about an application opportunity through the NYSDOH Office of Health Insurance Programs (OHIP), Bureau of Social Determinants of Health.</td>
</tr>
<tr>
<td></td>
<td>• The group discussed the application and their plans around applying.</td>
</tr>
<tr>
<td><strong>PHIP Year 5 Brainstorming</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rachel brought up the possibility of working together on a regional project for PHIP Year 5.</td>
</tr>
<tr>
<td></td>
<td>• The group discussed the idea of focusing on transportation or another social determinant of health for the project.</td>
</tr>
<tr>
<td></td>
<td>• Further discussion will take place at the next meeting.</td>
</tr>
<tr>
<td><strong>Fall Regional Meeting Planning</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• The feedback collected from the spring regional meeting is being reviewed and will be used to inform the regional meeting in the fall.</td>
</tr>
<tr>
<td></td>
<td>• HealtheConnections has begun discussions of partnering with the Health Foundation for Western &amp; Central New York to host this event.</td>
</tr>
<tr>
<td></td>
<td>• <em>County partners who are interested in applying should complete their application by June 15th.</em></td>
</tr>
<tr>
<td></td>
<td>• <em>County partners should think about ideas for a regional project.</em></td>
</tr>
<tr>
<td></td>
<td>• <em>County partners should talk to their liaison if they have ideas for the fall regional meeting.</em></td>
</tr>
</tbody>
</table>
County Partner Updates

- Several county partners provided brief updates on work happening in their counties.

Next Meeting: June 4, 2018
PHIP Steering Committee Meeting
June 4, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Samantha Metz (Seven Valleys Health Coalition), Ann Hotchkin (Seven Valleys Health Coalition), Jessica Soule (Cayuga County Community Health Network), Leanna Cleveland (Oswego County Opportunities), Bridget Lenkiewicz (Onondaga County Health Department), Lorraine Alcover Fernández (Onondaga County Health Department); Eliesa Annarino (Central New York Health Home Network) attended remotely.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• PHIP Year 5: PHIPs have not yet received formal confirmation of Year 5 funding.</td>
<td>• Seats are still available. County Partners should contact Megan if they know anyone who wants to attend.</td>
</tr>
<tr>
<td>• National Diabetes Prevention Program Training: HeC is hosting a NDPP training on June 11th and 12th.</td>
<td></td>
</tr>
<tr>
<td><strong>Walk Audit Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• HeC will be supporting a series of walk audits with Mark Fenton in the summer and fall. HeC is working on a press release for the audits.</td>
<td></td>
</tr>
<tr>
<td>• June: walk audits will be hosted in the Village of Boonville in Oneida County, the City of Oswego in Oswego County, and the City of Syracuse in Onondaga County.</td>
<td></td>
</tr>
<tr>
<td>• September: walk audits will be hosted in the City of Cortland in Cortland County and the Village of Morrisville in Madison County.</td>
<td></td>
</tr>
<tr>
<td><strong>Fall Regional Meeting Planning</strong></td>
<td></td>
</tr>
<tr>
<td>• HeC is partnering with the Health Foundation for Western &amp; Central New York to host the meeting.</td>
<td>• County partners should talk to their liaison if they have ideas for the fall regional meeting.</td>
</tr>
<tr>
<td>• The group discussed ideas for the scope of the meeting and follow up after the meeting.</td>
<td></td>
</tr>
<tr>
<td><strong>HealtheCNY Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• New Features: Carolyn showed the group the new map search and location filter functions on HealtheCNY.</td>
<td>• County partners should review their county page and decide if they would like to make changes.</td>
</tr>
<tr>
<td>• County Pages: Rachel told the group that there is a student intern working at HeC this summer. One project</td>
<td></td>
</tr>
</tbody>
</table>
idea for the intern is to revisit county pages and make any updates that partners would like.

- **County Data Profiles:** Mary showed the group a mockup of a data report she created using HealtheCNY data.

**County Partner Updates**

- **Oswego County:** Leanna gave an update on the Sidekick Health worksite wellness project happening at several organizations throughout the county, including the Oswego County Health Department, Oswego County Department of Social Services, and Catholic Charities of Oswego County.

- **Cortland County:** Sam and Ann shared information about the Supports-for-Health program. The program offers transportation services for Medicaid recipients to destinations and services not eligible for Medicaid funded transportation, but are essential for health.

**Next Meeting:** TBD
PHIP Steering Committee Meeting  
July 9, 2018, 1:00 PM – 2:30 PM  
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:  
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Megan Lee (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Samantha Metz (Seven Valleys Health Coalition), Leanna Cleveland (Oswego County Opportunities), Lorraine Alcover Fernández (Onondaga County Health Department) Eliesa Annarino (Central New York Health Home Network), Danielle Sadallah (Central New York Health Home Network), Jessica Soule (Cayuga County Community Health Network)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>PHIP Year 5:</strong> PHIPs have not yet received formal confirmation of Year 5 funding.</td>
<td>• County partners who are able to attend should register for the HFCWNY pre-conference summit</td>
</tr>
<tr>
<td>• <strong>AARP Leading on Livability Pre-Conference Summit:</strong> The Health Foundation for Western and Central New York is hosting a pre-conference summit on August 1st-2nd at the Crowne Plaza Syracuse focused on age-friendly communities and community engagement.</td>
<td></td>
</tr>
<tr>
<td><strong>Walk Audits</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>June:</strong> HeC supported a series of walk audits with Mark Fenton in the City of Oswego in Oswego County, the City of Syracuse in Onondaga County, and the Village of Boonville in Oneida County. Mary and Leanna shared feedback from the audits with the group.</td>
<td></td>
</tr>
<tr>
<td>• <strong>September:</strong> walk audits will be hosted in the City of Cortland in Cortland County and the Village of Morrisville in Madison County.</td>
<td></td>
</tr>
<tr>
<td><strong>Fall Regional Meeting Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>Save the Date:</strong> November 1, 2018</td>
<td>• County partners should review scope document and return their contact list to Carolyn by 8/6.</td>
</tr>
<tr>
<td>• <strong>Speaker:</strong> Dr. Wayne Roberts will be speaking at the meeting. In the coming weeks, he will talk to some of the county partners to help tailor his presentation to the needs of Central New York.</td>
<td>• County partners should let their liaison know if they have ideas for the regional meeting.</td>
</tr>
<tr>
<td>• <strong>Scope and Contacts List:</strong> Carolyn will be sending out a document with the scope of the meeting and a contact list template.</td>
<td></td>
</tr>
</tbody>
</table>
**HealtheCNY Updates**
- **New Intern:** Bella is a HeC student intern for the summer.
- **County Pages:** Bella will be reaching out to county partners about making changes to the county pages on HealtheCNY.

**QTAC CDSMP Master Training**
- HeC and Upstate will be hosting a CDMSP Master Training to build capacity in the region.
- The training will be happening on September 10th-14th.

**County partners should review their county page and decide if they would like to make changes.**

**County partners should reach out to Megan if they are interested or know someone who is interested in the training.**

**Next Meeting:** August 6, 2018
PHIP Steering Committee Meeting
September 6, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Susan Williams (Seven Valleys Health Coalition), Samantha Metz (Seven Valleys Health Coalition), Leanna Cleveland (Oswego County Opportunities), Bridget Volz (Onondaga County Health Department), Lorraine Alcover Fernández (Onondaga County Health Department), Jessica Soule (Cayuga County Community Health Network)

Attendees:

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• PHIP Year 5: PHIPs have not</td>
<td>County partners can forward the invite to their networks.</td>
</tr>
<tr>
<td>yet received formal written confirmations of Year 5 funding.</td>
<td>County partners should let their liaison know if they have additional ideas for the meeting.</td>
</tr>
</tbody>
</table>

| **Fall Regional Meeting Planning** |                                                                 |
| • Invitation Update: The meeting invite was emailed to stakeholders on 9/6/18. |                                                  |
| • Speaker Updates: Dr. Wayne Roberts will be speaking to a few Central New York stakeholders to help customize his presentation to the priorities of the region. |                                      |
| • Agenda: Mary shared the draft agenda for the meeting. |                                         |
| • Roundtable Activity: The group discussed ideas about an interactive roundtable activity where attendees can network and hear stories of work happening throughout the region. |                                                  |
| • Panel: The group discussed potential stakeholders who could sit on a panel at the meeting. The idea of doing a moderated panel was also brought up. |                                                   |

| **County CHA/CHIP Planning** |                                                                 |
| • County partners gave an update on who the lead for the CHA/CHIP in their county is going to be and the role their organization is playing in the CHA/CHIP process. | County partners should offer to play a role in their county’s CHA/CHIP, if they are not already. |

| **QTAC Update** |                                                                 |
| • QTAC will disband on December 31, 2018 and will no longer be providing services. |                                                      |
PHIP Year 5 and Spring Event Discussion

- The group discussed potential Year 5 PHIP projects and ideas for future regional meetings. Ideas included planning a regional meeting that is focused on social determinants of health or the all payer database.

Walk Audit Follow-up

- **Cayuga County**: Jess shared that since the walk audit in Auburn, a Monday Mile and 2 crosswalks have been approved. CCCHN plans on doing a launch event once these changes have been implemented.

- **Oswego County**: Leanna provided traffic cones to Kingsford Elementary School, the location of the walk audit, to create a temporary drop off lane. They plan to begin using the new cones this week to increase the safety of pedestrians around the school.

- **Madison County and Cortland County** have been working with Mark Fenton and HeC on planning their walk audits later this month in Morrisville and the City of Cortland.

Next Meeting: October 1, 2018
### PHIP Steering Committee Meeting
October 1, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

#### Attendees:
- Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Carolyn Ashley (HealtheConnections), Nahnsan Guseh (HealtheConnections), Jessica Soule (Cayuga County Community Health Network)
- Bonnie Slocum (Madison County Rural Health Council), Leanna Cleveland (Oswego County Opportunities), Samantha Metz (Seven Valleys Health Coalition), Lorraine Alcover Fernández (Onondaga County Health Department)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>- <strong>Fall Intern:</strong> Nahnsan Guseh is completing an internship with HealtheConnections during the Fall 2018 semester.</td>
<td></td>
</tr>
<tr>
<td>- <strong>PHIP Year 5:</strong> PHIPs have not yet received formal written confirmation of Year 5 funding.</td>
<td></td>
</tr>
</tbody>
</table>

| **Fall Regional Meeting Planning** | |
| - **Countdown:** The fall regional meeting is one month away (November 1, 2018). | - County partners should encourage stakeholders in their county to register for the meeting. |
| - **Registration Update:** Carolyn summarized who has registered for the meeting so far. | - County partners should let their liaison know if they have additional ideas for the meeting. |
| - **Panel Update:** Mary shared information about the 4 panelists. Susan Williams (Seven Valleys Health Coalition) will be the panel moderator. | |
| - **Roundtable Update:** Mary shared that there are 7 confirmed roundtable topics with table leaders. The group discussed ideas about other potential roundtable topics. | |
| - **Meeting Roles:** The group discussed roles for the meeting. County partners said they would like well-defined roles. | |

| **HealtheConnections Merge Announcement** | |
| - HealtheConnections and HealthlinkNY announced they have entered into a strategic partnership. | |

| **HealtheCNY Updates** | |
| - **Health Observance Packages:** Carolyn asked partners if they still find monthly health observance packages useful. Several partners said that they do and would like keep receiving them. | - County partners should let Carolyn know if they have an idea for a health observance package. |
QTAC Updates
- The group discussed licensing fees associated with offering programs.
- Cayuga County Community Health Network recently received recognition as a Medicare Diabetes Prevention Program (MDPP) supplier.

PHIP Year 5
- **Chronic Disease Management Programs**: The group discussed continuing work with chronic disease programs in the region in PHIP Year 5.

County Partner Updates
- County partners went around the room and shared quick updates on what they are currently working on.

Next Meeting: November 5, 2018
PHIP Steering Committee Meeting
November 5, 2018, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Nahnsan Guseh (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Leanna Cleveland (Oswego County Opportunities), Virginia Bough (Oswego County Opportunities), Samantha Metz (Seven Valleys Health Coalition), Lorraine Alcover Fernández (Onondaga County Health Department)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates | • County partners should discuss their Y5 SOW with their county liaison.
  - PHIP Year 5: The PHIP Y5 work plan and budget was submitted to the NYSDOH.
  - Year 5 Statement of Work (SOW): Similar to last year, county partners will receive a template and should work with their liaison to create a county-specific SOW.

Fall Regional Meeting Debrief | • County partners should let their liaison know if they have any additional feedback.
  - Preliminary Evaluation Results: 46 attendees have responded to the evaluation survey so far. Overall, the feedback has been positive. Further review will be necessary once the response deadline has passed.
  - What Worked/What Didn’t: The group discussed aspects of the meeting that went well and opportunities for improvement at future meetings.
  - Round Table Report Out: The round tables worked well. They gave attendees time to network and learn more about healthy food access work happening in Central New York. The group shared details about the discussions that occurred at each round table.
  - Next Steps: The group discussed ideas they took away from the meeting and how to move these ideas forward in PHIP Year 5.

County Partner Updates | • County partners should continue to think about ideas for next steps in Y5.
  - County partners went around the room and shared quick updates.

Next Meeting: December 3, 2018
### PHIP Steering Committee Meeting
**December 3, 2018, 1:00 PM – 2:30 PM**
**HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204**

Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Nahnsan Guseh (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Leanna Cleveland (Oswego County Opportunities), Samantha Metz (Seven Valleys Health Coalition), Lorraine Alcover Fernández (Onondaga County Health Department), and Danielle Sadallah (Central New York Health Home Network)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Diabetes Prevention Program Innovation Center Overview</strong></td>
<td>• County partners should let Carolyn know if they have additional website feedback</td>
</tr>
<tr>
<td>• <strong>Overview:</strong> Rachel provided background information on the DPP Innovation Center that HeC is launching as part of a new NYSDOH grant.</td>
<td></td>
</tr>
<tr>
<td>• <strong>Webpage:</strong> Carolyn presented a webpage mockup that will be available on HealtheCNY.org. The webpage will have resources for lifestyle change programs, including the DPP. The group provided their feedback.</td>
<td></td>
</tr>
<tr>
<td>• <strong>Services:</strong> Megan gave an overview of the services that will be offered by the DPP Innovation Center.</td>
<td></td>
</tr>
</tbody>
</table>

| **Women’s Perceived Harm of Cigarette and E-Cigarette Use During Pregnancy Presentation by Sam Metz** |                                                                                     |
| • Sam presented her poster from the APHA Conference. The group asked questions and discussed the data. |                                                                                     |

| **Regional Updates:**                                                        |                                                                                     |
| • **CNY Care Collaborative Innovation Fund 2019:** The group talked about ideas for projects and opportunities to collaborate. |                                                                                     |
| • **Community Referrals:** The group discussed opportunities to expand the referral platform and marketing efforts to raise awareness for the service. |                                                                                     |
| • **County Data Briefs and Data Scoring Report:** An email containing a data brief and a data scoring report will be sent to county partners and health department staff in each county. |                                                                                     |
County Partner Updates

- County partners went around the room and shared updates on work happening in their county related to the Food for Thought event that took place on November 1st.

Next Meeting: TBD
PHIP Steering Committee Meeting
January 7, 2019, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Bonnie Slocum (Madison County Rural Health Council), Leanna Cleveland (Oswego County Opportunities), Samantha Metz (Seven Valleys Health Coalition), Lorraine Alcover Fernández (Onondaga County Health Department), Lisa Worden (Oneida County Health Department), and Krista Drake (Oneida County Health Department)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates | • For the next meeting, county partners should be prepared to describe their Y5 SOW, CHA/CHIP updates, and Food for Thought follow up updates.
  • **Chronic Disease Self-Management Program Starter Kits:** Megan distributed starter kits for the CDSMP.
  • **PHIP Y5 Contract:** NYSDOH executed the Y5 PHIP contracted with HeC.
  • **New PHIP Partner:** The Oneida County Health Department is the PHIP Y5 contractor in Oneida County.
  • **Monthly Report Format:** Monthly reports will continue to use a narrative reporting format.

PHIP Y5 County Partner Survey Results: | • County partners should let their liaison know if they have additional ideas for PHIP Y5
  • Mary shared county partner survey feedback. The survey included questions about project ideas and PHIP value.
  • The group discussed Y5 project ideas focused on transportation and other social determinants of health.
  • The group also discussed the idea of continuing to work on increasing healthy food access in the region.

PHIP Y5 Stakeholder Survey: | •
  • Mary showed a survey created by the Southern Tier PHIP to send out to their stakeholders.
  • The group discussed using a similar survey to get input from stakeholders on training needs for the region.

Regional Updates: | •
  • **CNYCC Innovative Funds:** The group discussed plans to apply for funding.

Next Meeting: February 4, 2019
PHIP Steering Committee Meeting
February 4, 2019, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Bonnie Slocum (Madison County Rural Health Council), Lorraine Alcover Fernández (Onondaga County Health Department); Mary Carney (HealtheConnections), Lisa Worden (Oneida County Health Department), Krista Drake (Oneida County Health Department), Jessica Soule (Cayuga County Community Health Network), Leanna Cleveland (Oswego County Opportunities), Samantha Metz (Seven Valleys Health Coalition), and Susan Williams (Seven Valleys Health Coalition) attended remotely.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Updates</td>
<td>* PHIP Y5 Funding: The NYS 2019-2020 Executive Budget does not contain funding for Y5 of PHIP. The group discussed updates and next steps.</td>
</tr>
<tr>
<td>PHIP Y5 Stakeholder Training Needs and Priorities Survey</td>
<td>* 169 stakeholders responded to the survey. There was good representation from each of the 6 counties.</td>
</tr>
<tr>
<td></td>
<td>* Transportation was the topic with the greatest interest. The group discussed training ideas.</td>
</tr>
<tr>
<td>Regional Updates:</td>
<td>* CNYCC Innovative Funds: County partners gave updates on their involvement in proposed projects.</td>
</tr>
<tr>
<td></td>
<td>* Food Policy Council Consulting: A call with Anne Palmer from the Johns Hopkins Center for Livable Futures will be set up later this month to discuss how to establish food policy councils in the region.</td>
</tr>
</tbody>
</table>

Next Meeting: March 4, 2019
**PHIP Steering Committee Meeting**  
March 4, 2019, 1:00 PM – 2:30 PM  
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Carolyn Ashley (HealtheConnections), Samantha Metz (Seven Valleys Health Coalition); Bonnie Slocum (Madison County Rural Health Council), Lorraine Alcover Fernández (Onondaga County Health Department), Lisa Worden (Oneida County Health Department), Krista Drake (Oneida County Health Department), Jessica Soule (Cayuga County Community Health Network), and Leanna Cleveland (Oswego County Opportunities) attended remotely.

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• PHIP Y5 Funding:</td>
<td>The NYS 2019-2020 Executive Budget does not contain funding for Y5 of PHIP. The group</td>
</tr>
<tr>
<td></td>
<td>discussed updates and next steps.</td>
</tr>
<tr>
<td>• Population Health Summit VI</td>
<td>Those who attended the summit shared information and thoughts about the event.</td>
</tr>
<tr>
<td>Debrief:</td>
<td></td>
</tr>
</tbody>
</table>

| **Regional Updates**           |                                                                                           |
| • CNYCC Innovative Funds:      | CNY Care Collaborative will be inviting select organizations to apply this week.         |
|                                | County Partners should let their liaison know if they are invited to apply for the CNYCC |
|                                | Innovative Funds.                                                                         |
| • Food Policy Council Consulting: | A call with Anne Palmer from the Johns Hopkins Center for Livable Futures occurred on 2/27. |
|                                | The group discussed their takeaways from the call and next steps.                          |
|                                | County Partners should contact Mary if they are interested in consulting hours with Anne Palmer. |
| • Regional Meeting Ideas:      | Mary shared ideas for a regional event focused on transportation solution to help people  |
|                                | receive healthcare.                                                                       |

**County Partner Updates**  
County partners shared CHA/CHIP updates for their county and talked about projects they are currently working on.

**Next Meeting:** April 1, 2019
# PHIP Steering Committee Meeting

**April 1, 2019, 1:00 PM – 2:30 PM**  
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

**Attendees:**  
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Debbie Gordon-Messer (HealtheConnections), Carolyn Ashley (HealtheConnections), Lorraine Alcover Fernández (Onondaga County Health Department), Kennedy (Intern for Onondaga County Health Department), Samantha Metz (Seven Valleys Health Coalition), Bonnie Slocum (Madison County Rural Health Council), Lisa Worden (Oneida County Health Department), Krista Drake (Oneida County Health Department), Jessica Soule (Cayuga County Community Health Network), and Leanna Cleveland (Oswego County Opportunities)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>● PHIP Y5 Funding: The final NYS 2019-2020 Budget included funding for PHIP Y5.</td>
<td>County Partners should come prepared to talk about their plans for Y5 and SOW.</td>
</tr>
<tr>
<td>● Debbie is moving: April 18th will be her last day.</td>
<td></td>
</tr>
<tr>
<td><strong>Regional Updates</strong></td>
<td></td>
</tr>
<tr>
<td>● Oneida County Community Health Assessment Stakeholder Conference: Rachel, Lisa, and Krista shared information about a meeting held on 3/28 to collect input about health priority areas from stakeholders in Oneida County. Slido was used to make the meeting interactive.</td>
<td>County Partners should reach out to their liaison if they are interested in using Slido.</td>
</tr>
<tr>
<td>● HealtheCNY Webinar: The group discussed interest in a HealtheCNY webinar. Several county partners thought it would be helpful for their stakeholders.</td>
<td>County Partners should contact Mary if they are interested in talking with Anne Palmer.</td>
</tr>
<tr>
<td>● CNY Care Collaborative Innovative Funds: The group talked about application updates.</td>
<td></td>
</tr>
<tr>
<td>● Food Policy Council Consulting: Mary provided an overview of Anne Palmer’s (Johns Hopkins Center for Livable Futures) visit to Central New York.</td>
<td>County Partners should let interested stakeholders know about the training and contact Megan or Carolyn if they have any questions.</td>
</tr>
<tr>
<td>● Diabetes Prevention Program Lifestyle Coach Training: A DPP Lifestyle Coach Training taught by Mari Brick will be taking place on September 16th and 17th.</td>
<td></td>
</tr>
</tbody>
</table>

**County Partner Updates**  
County partners shared CHA/CHIP updates for their county and talked about projects they are currently working on.

**Next Meeting:** May 6, 2019
PHP Steering Committee Meeting
May 6, 2019, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Megan Lee (HealtheConnections), Carolyn Ashley (HealtheConnections), Lorraine Alcover Fernández (Onondaga County Health Department), Samantha Metz (Seven Valleys Health Coalition), Lisa Worden (Oneida County Health Department), Krista Drake (Oneida County Health Department), Jessica Soule (Cayuga County Community Health Network), and Leanna Cleveland (Oswego County Opportunities)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates

Regional Updates
- **HealtheCNY Webinar**: A webinar focused on quick and easy data visualizations will be happening on Friday, May 10th from 9:00 am to 9:30 am.
- **NCHPAD Training**: The next regional event will be a training on creating inclusive chronic prevention and management programs led by two trainers from the National Centers for Health, Physical Activity and Disability (NCHPAD).
- **Food Policy Council Consulting**: Anne Palmer (Johns Hopkins Center for Livable Futures) will visit Central New York in July.
- **Mother Cabrini Health Foundation**: The group discussed a grant opportunity from the Cabrini Foundation’s Statewide Grant Program.

County Partner Updates
County partners shared their scope of work for 2019 and updates from their county.

Next Meeting: June 3, 2019
PHIP Steering Committee Meeting
June 3, 2019, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees: Rachel Kramer (HealtheConnections), Megan Lee (HealtheConnections), Carolyn Ashley (HealtheConnections), Jessica Soule (Cayuga County Community Health Network), Bridget Volz (Onondaga County Health Department), Samantha Metz (Seven Valleys Health Coalition), Rosalie Hopko (Seven Valleys Health Coalition), Krista Drake (Oneida County Health Department), Lisa Worden (Oneida County Health Department), Bonnie Slocum (Madison County Rural Health Council), and Bella (Intern for Onondaga County Health Department)

Agenda Item | Action Items / Next Steps
--- | ---
Administrative Updates

Regional Updates
- **HealtheCNY Webinar**: A webinar focused on creating custom dashboards on HealtheCNY took place on 5/31. The group discussed the webinar and provided feedback.  
  County Partners should let Mary or Carolyn know if they have any additional webinar feedback or ideas.
- **NCHPAD Training**: On June 26th, HeC will host a training on creating inclusive chronic disease prevention and management programs. Trainers from the National Centers for Health, Physical Activity and Disability (NCHPAD) will provide the training.  
  County Partners should promote the training to their interested partners.
- **Food Policy Council Consulting**: Anne Palmer (Johns Hopkins Center for Livable Futures) will visit Central New York in July.  
  County Partners should contact Mary if they are interested in meeting with Anne Palmer.

Regional Topic Discussion
- **Transportation**: The group discussed the idea of planning a regional event focused on transportation.  
  County Partners should let their liaison know if they have additional thoughts or ideas about the next regional event.
- **Climate Change and Health**: The group also discussed the idea of a regional event focused on climate change and health.

County Partner Updates
County partners shared updates from their counties.

Next Meeting: July 1, 2019
PHIP Steering Committee Meeting
August 5, 2019, 1:00 PM – 2:30 PM
HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204

Attendees:
Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Carolyn Ashley (HealtheConnections), Leanna Cleveland (Oswego County Opportunities), Jessica Soule (Cayuga County Community Health Network), Haley O’Brien (Cayuga County Community Health Network), Samantha Metz (Seven Valleys Health Coalition), Krista Drake (Oneida County Health Department), and Bridget Volz (Onondaga County Health Department).

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action Items / Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• Rachel updated the group on the status of PHIP ending in this 5th and final year. HeC’s PHIP contracts with County Partners will end as scheduled on December 31st.</td>
<td></td>
</tr>
<tr>
<td><strong>Regional Updates</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>HealtheCNY Webinars:</strong> A three-part HealtheCNY Webinar Series concluded in July. Webinar recordings and tip sheets are available on HealtheCNY.org.</td>
<td>County Partners should visit HealtheCNY.org/Help to view the webinar recordings and tip sheets.</td>
</tr>
<tr>
<td>• <strong>Food Policy Council Consulting:</strong> Anne Palmer (Johns Hopkins Center for Livable Futures) visited Central New York in July. Mary shared information about the meetings that occurred in Madison County and Onondaga County.</td>
<td>County Partners should contact Megan if they have questions about the NDPP Lifestyle Coach training.</td>
</tr>
<tr>
<td>• <strong>Upcoming NDPP Training:</strong> HeC will be hosting a Lifestyle Coach training on September 16th and 17th.</td>
<td>County Partners should send Carolyn contact info for stakeholders that should receive an invitation to the Fall Regional Event.</td>
</tr>
<tr>
<td>• <strong>Fall Regional Event Planning:</strong> Carolyn is putting together the Fall Event invite list. County Partners will receive a template to provide contact information for their stakeholders.</td>
<td></td>
</tr>
<tr>
<td><strong>Referral Platform</strong></td>
<td></td>
</tr>
<tr>
<td>• Rachel shared an update on Community Referrals, HeC’s HIE-based bi-directional referral platform.</td>
<td></td>
</tr>
</tbody>
</table>
Quantifying PHIP

- County Partners were asked to provide information about the reach of their PHIP work for a statewide PHIP infographic being created to capture the PHIP accomplishments over the past 5 years.

County Partner Updates

- County partners shared updates from their counties.

Next Meeting: October 7, 2019
# PHIP Steering Committee Meeting

**October 7, 2019, 1:00 PM – 2:30 PM**

**HealtheConnections, 443 N. Franklin St., Syracuse, NY 13204**

**Attendees:**
- Rachel Kramer (HealtheConnections), Mary Carney (HealtheConnections), Carolyn Ashley (HealtheConnections), Virginia Bough (Oswego County Opportunities), Bonnie Slocum (Madison County Rural Health Council), Haley O’Brien (Cayuga County Community Health Network), Samantha Metz (Seven Valleys Health Coalition), Krista Drake (Oneida County Health Department), and Bridget Volz (Onondaga County Health Department)

## Agenda Item

### Administrative Updates
- **HeC’s PHIP contracts with County Partners** will end as scheduled on December 31st.
- **The November and December PHIP Steering Committee meetings** will be rescheduled so only one meeting takes place mid-November. County Partners will present on their PHIP work at this upcoming meeting. Rachel will send out a proposed meeting date and instructions for the presentations.

### Regional Updates
- **Climate Change and Health Event**: The group discussed feedback and ideas from the event.
- **DSRIP 2.0 Discussions**: Group members shared what they have heard about DSRIP 2.0.
- **Future of HealtheCNY**: Mary presented some usage data from HealtheCNY’s Google Analytics. The website is currently funded through PHIP. The group talked about the possibility of the website being discontinued and some sustainability ideas.

### Referral Platform
- Rachel shared information about the Unite Us referral platform and the Planning Grant funded by HFWCNY. A survey was sent out to collect information about what referral systems organizations are currently using.

### County Partner Updates
- County partners shared updates from their counties.

### Action Items / Next Steps

- County Partners should let Rachel know their availability on the proposed meeting dates.
- County Partners should prepare a presentation for the next PHIP Steering Committee meeting.
- County Partners should let their liaison know if they have other feedback or ideas from the Climate Change and Health event.

**Next Meeting:** TBD