

Meeting Notes: Foundational Public Health Responsibility Workgroup

DATE: 8.7.24

ATTENDANCE

Members present:

Sagar Chowdhury (SE), Joanne Erspamer (NE), Rod Peterson (SCHSAC), Samantha Lo (Central), Liz Auch (SW), Jodi Lien (WC), Mary Navara (MDH), Katherine Mackedanz (Central), Sarah Reese (NW), David Kurtzon (MDH), Kiza Olson (SC)

Workgroup staff:

Ann March
Linda Kopecky

Purpose

This meeting was focused on wrapping up organization as a newly formed SCHSAC workgroup, and organizing work into activities, milestones, and phases in order to achieve workgroup goals.

Decisions made

For small decisions the group decided to use thumbs up voting, with a simple majority.

For big decisions the group decided to use voting for decision-making, striving for consensus with the option for minority opinion.

Action items

- If interested in serving as a co-chair, reach out to Ann or Linda before our September meeting.
- Share talking points with groups you represent as applicable.
- Next meeting: September 4, 8:30 – 10:00 a.m.

Talking points

- The new SCHSAC FPHR workgroup has held two meetings. These meetings were focused on getting organized as a workgroup and planning activities and phases to ensure success in reaching the goal of recommending to SCHSAC a set of standards that reflect what Minnesotans deserve from their public health system.
- The workgroup agreed upon principles for working together to accomplish goals.
- The workgroup identified the principles and the process for making both small and big decisions.

- The workgroup explored platforms and methods for document and information storage, member to member communication, feedback loops with regions and partners, and overall transparency for the work.
- The workgroup contributed ideas for phases, activities, and milestones necessary to complete the responsibilities outlined in the charge.

Meeting notes

Our Ways of Being

Workgroup members reviewed themes that emerged from the prior meeting's conversation about how best to work together to accomplish the charge of the workgroup. The following principles were agreed upon:

Principles to embody:

- Embrace diverse perspectives
- Communicate honestly, assuming positive intent
- Balance speaking for your organization and seeing big picture
- Apply an equity lens
- Aim for progress, not perfection
- Be kind, be constructive, and participate in creating a safe space

What we need to be at our best:

- Consider virtual and in-person meetings
- Clarify goals and scope of work
- Share resources, examples, and what we have learned
- Celebrate progress and small wins
- Use plain language
- Lean into co-creation practices

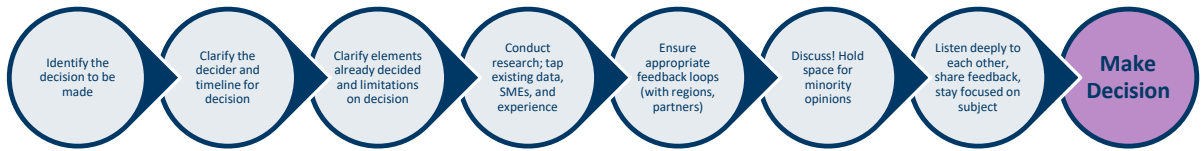
Decision-making

Workgroup members reviewed themes from the prior meetings discussion about decision-making. The following principles and process was agreed to:

Principles:

- Communicate openly and truthfully
- Align actions with words
- Consider new perspectives
- Adhere to “nothing about us without us”
- Collective responsibility – aim for the common good

- Silence is not agreement – speak up!



Members determined the method for decision-making on both small and big decisions. For small decisions the group decided to use thumbs up voting, with a simple majority. For big decisions the group decided to use voting for decision-making, striving for consensus with the option for minority opinion.

Communication and Transparency

Workgroup members discussed options and best practices for document storage, between meeting communication for members, collaboration platforms, collecting feedback from those members are representing, and transparency. Staff will review possibilities and preferences, including Basecamp and Sharepoint for document sharing, and bring back recommendations.

Deliverables and Milestones

Workgroup members participated in a padlet exercise to generate ideas about the activities and actions necessary for the workgroup to reach the goal of developing a set of standards to recommend to SCHSAC. Activities were organized into a timeline, which will be used to develop a draft workplan that the workgroup can follow. This workplan will be submitted to SCHSAC.