

**Northeast Nebraska Partnership for Healthy Communities
(a.k.a. "The Partnership")**



**Documentation of Work Products and Consensus Decisions
July 31, 2008 - Partnership Meeting**

Narrative Summary
Northeast Nebraska Partnership for Healthy Communities
(a.k.a. “The Partnership”)
July 31, 2008
Wayne Fire Hall

Partners in Attendance: Lin Brummels, Wayne State College; Gene French, BOH; Laura Gamble, Providence Medical Center; Mashelle Irwin, Carl T. Curtis Health Education Center; Kathy Mohlfeld, Wayne State College; Joe Nitzke, Wayne State College; Mary Paeper, Pender Community Hospital; Sandy Pierce, Pender Community Hospital; Julie Rother, NNPHD; Deb Scholten, NNPHD; Kim Schultz, NNPHD; Lynn Sievers, Wayne Herald; Verna Spottedwood, Winnebago Indian Health Services, Infection Control Services; Susan Strahm, NE Nebr Early Childhood Pro Part; Amy Topp, UNL Extension; Wendy Winstead, NNPHD.

Overall focus question of the day’s work:

“How will we, the NNPHC, continue to collaboratively mobilize our communities to improve the health of all who live, work and play in Northeast Nebraska?”

Proposed agenda:

- Introductions/Partner sharing
- Updates on Partnership development
- Group Study
- Subcommittee work
- Debrief/Next steps

Introductions/Partner sharing

NNPHD Director Deb Scholten welcomed the participants and introduced the facilitator, who led a warm-up exercise designed to provide partner networking as well as surface participant expectations for the day’s work. Expectations/Intentions included:

- Networking
- Feedback on FIMR (Fetal Infant Mortality Review)
- Get caught up on what’s going on
- Learning what’s happening – Where can we get involved?
- Meeting people
- Let public know
- Listen/learn
- Wayne State connections
- Provide assistance/feedback
- Continue the health literacy work
- Ideas for training coordination

- Task force planning/energy
- Gather lots of ideas and perspectives

Updates on Partnership development

Partners shared updates on the following NNPHC-related initiatives: (Anyone wishing to have more information related to these initiatives is encouraged to contact the Northeast Nebraska Public Health Department at 402-375-2200)

- Parenting Wisely
- Health Literacy initiative
- Coalition University (Gifts of the Head, Gifts of the Heart)

Group Study

The facilitator shared an article related to moving collaborative ideas into implementation. The article cited four primary steps:

1. Locate the leverage points
2. Create a demonstration of possibility for the whole operation
3. Operate through short-term frames
4. Involve the people who carry out the project on designing the action initiative

Subcommittee work

Partnership governance issues/proposed model

At the request of the plenary group, a small group convened a conversation around governance issues that included the following discussion points:

- A structure and leadership model for the Partnership
- A plan for pursuing 501(c)3 nonprofit status
- Key components of an appropriate MOA (Memorandum of Agreement) template
- An infrastructure for effective communication

Following discussion, small group consensus points were that:

- A Nominating Committee was needed to designate leadership for the Partnership for the coming year
- A regular “meeting rhythm” be established to increase credibility and communication among partners. It was suggested that “All Partners” meetings continue to be held every four months and that Task Force Meetings be held during the “off” months. In other words, something similar to:
 - Month 1: Partnership meeting**
 - Month 2: Access to Care focus
 - Month 3: Advocacy/Governance focus
 - Month 4: Behavioral Health focus

Month 5: Partnership meeting

Month 6: Children and Families First focus

Month 7: Personal Responsibility focus

Month 8: All Hazards focus

Month 9: Partnership meeting

- A “memorandum of agreement” (a documented statement of intent) be drafted to formalize membership in the Northeast Nebraska Partnership for Health Communities. Two categories of membership, organizational and individual, would be offered. Membership status could be utilized for marketing purposes (i.e. decals for agency cars, front doors or windows), sustainability (i.e. documentation/evidence of community collaboration), partner/community collaboration and planning, etc. Suggested benefits/promises of membership might include things like:

Partnership promises:

- Solidarity for priority concerns
- Networking opportunities
- Regular meeting rhythm
- Sharing of information, knowledge and resources
- Infrastructure for communication

Members promise:

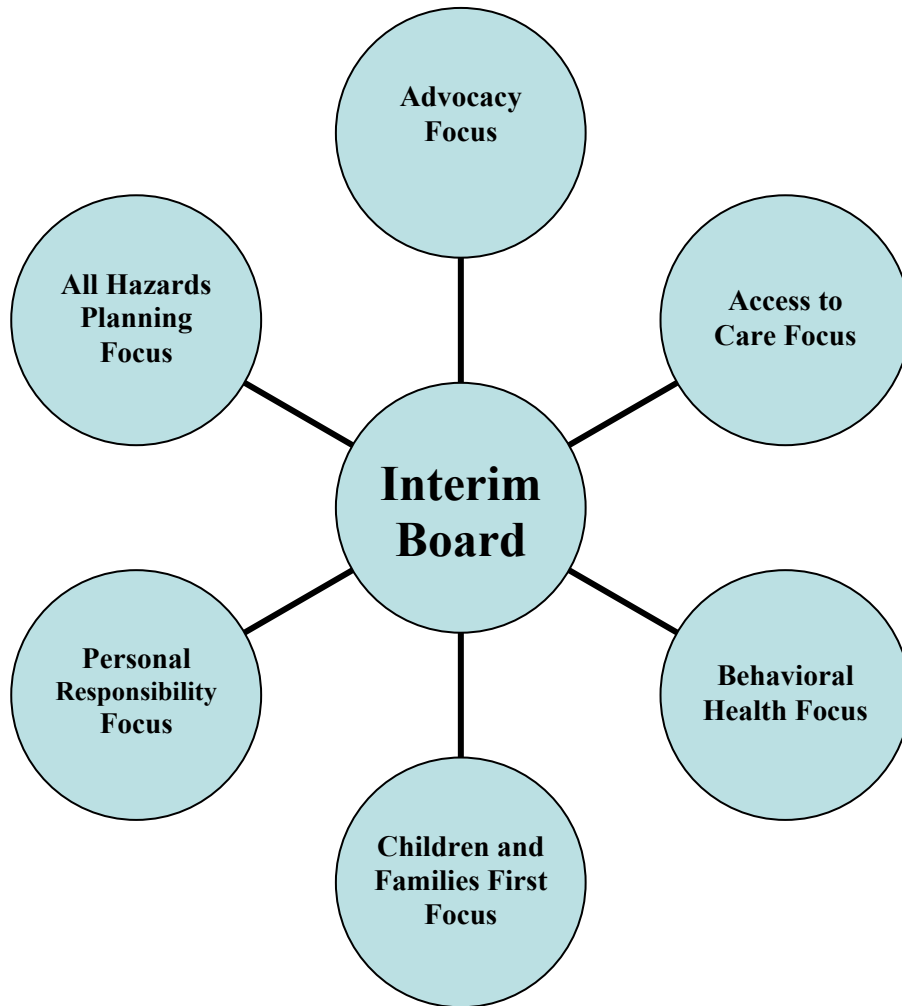
- Responsible attendance
- Share current trends, happenings
- Follow-through
- Active participation in work groups, task teams

- A funding/sustainability plan is needed
- Internal Partnership communications are a critical issue to be addressed

At the small group report out session, it was recommended by the Partners in attendance that:

1. A nominating committee be designated to propose a leadership slate for an interim board at the next Partnership meeting to lead the Partnership for 1 year.
2. The Interim Board would consist of one representative from each of the 6 priority focus areas, plus a Chair and Co-chair, a Secretary/Communications officer, a Membership/Outreach officer and a legal advisor (10-11 members total – see page 5 for proposed conceptual model).
3. The following responsibilities would be charged to the Interim Board:
 - Pursue 501(c) 3 status
 - Plan next 3 Partnership meetings
 - Monitor work group progress
 - Ensure viability
 - Meet monthly to ensure above

Proposed Year 1 Structure



Each focus area would have a representative champion sitting on the Interim Board in Year 1. Responsibilities of the Interim Board and Focus Champions will be charted at the next meeting of the NNPHC - October 30, 2008.

Debrief/Next steps

When asked what role the Northeast Nebraska Public Health Department was willing to accept during this next year, they stated that they are willing to continue offering technical assistance to the Partnership, to continue to write grants to support Partnership initiatives and to mentor the emerging leadership structure. It is their hope to eventually transition to an equal partner in the collaboration.

A Nominating Committee was designated (THANKS, GUYS, for saying yes!!!) to meet over the next four months and propose a leadership slate for the Interim Board to be elected at the next Partnership meeting. They were:

Thurston County: Susan Strahm
Dixon County: Betty Bothwell
Wayne County: Laura Gamble
Cedar County: Jodie Thompson

NNPHD was asked to send a list of Partnership members to the Nominating Committee for consideration for leadership positions. Susan Strahm will convene the first meeting of the Nominating Committee. Anyone wishing to be considered for a leadership position is asked to contact one of the Nominating Committee members.

During a short debriefing conversation, the following “headlines” were suggested to represent the key accomplishments/news items of the day’s work:

- “Health Agencies Work Together for a Better Northeast Nebraska”
- “Thousands of Dollars to Northeast Nebraska through NNPHC”
- “Infrastructure Emerges for Local Health Initiatives”
- “1 ½ Years of Fun!!”

Next steps:

1. The facilitator will document today’s insights, observations and decisions and send to NNPHD for distribution to the Partnership list.
2. The Nominating Committee will meet to craft a leadership slate for YEAR 1.
3. The focus areas will continue their work.
4. The next meeting of the NNPHC will be October 30, 2008.

Respectfully submitted,

D. Burnight, CTF
Facilitated Resources
08/11/08