

Napa County Collaborative: Live Healthy Napa County

**SUMMARY REPORT
LHNC Leadership Collaborative (LLC)
September 14, 2015**



**Prepared By:
Napa County Public Health**

OVERVIEW

Live Healthy Napa County (LHNC) embarked on a collaborative process to conduct a Comprehensive Community Health Assessment (CHA) in July 2012 with the aim of establishing the foundation for sustainable improvements in health in Napa County. The LHNC health planning process is based largely on the Mobilizing for Action through Planning and Partnerships (MAPP) framework—a community-driven strategic planning process for assessing and improving community health. MAPP is an interactive process that can improve the efficiency, effectiveness, and ultimately the performance of local public health systems. The LHNC Core Support Team, comprised of seven representatives from St. Joseph Health System, St. Helena Hospital, Kaiser Permanente, Napa County Health and Human Services Agency and the Napa County Coalition of Non-Profit Agencies, provided oversight and strategic direction during the organizing and planning phases of this process.

Early in the process, a core group of approximately 40 Napa County stakeholders were invited to sit on the LHNC Steering Committee to contribute to the development of the CHA and the Community Health Improvement Plan (CHIP). These individuals were carefully selected to ensure a broad representation of residents, businesses, service providers, policymakers, and other entities across Napa County. The purpose of the LHNC Steering Committee was to provide input into the comprehensive planning process, which began with the development of the CHA in the fall and winter of 2012 and continued with the launch of the CHIP process in spring of 2013. Through the CHA process, Steering Committee partners helped to identify health issues most important to Napa County. During the CHIP process, they helped to develop and prioritize strategies to address those concerns. The CHIP was adopted in February of 2013, leading to the development in June 2014 of more detailed document, referred to as the Community Health Action Plan (CHAP), which lays out the specific activities in the CHIP in more detail. The CHAP is being used as the strategic roadmap in the MAPP “Action Cycle”, which consists of planning, implementation and evaluation activities.

In June of 2015, as the collaborative reached the one year anniversary of the completion of the CHAP, it became clear that LHNC would benefit from a revised governance and communication structure. To accomplish this, a sub-committee of Steering Committee and Core Support Team members was convened. The subcommittee drafted a new governance structure that combined the Steering Committee and Core Support Team into one decision making body, the LHNC Leadership Collaborative (LLC). The LLC was designed to also include representation from component plan and other LHNC subcommittees. The new LLC structure included space for up to 36 representatives (not all positions have been filled) who would commit to attending bi-monthly meetings for at least a one year term.

Twenty LLC members attended the first meeting of this group on September 14, 2015. This report summarizes the first meeting of the LLC in four sections:

- I. Welcome and Overview**
- II. Updates from LHNC Support Staff**
- III. Sector and Subcommittee Report Out**
- IV. Summary and Next Steps**

I. WELCOME AND OVERVIEW

- The meeting began with a welcome to the first meeting of the LHNC Leadership Collaborative (LLC) from Dr. Karen Relucio, Napa County Health Officer.
- Dr. Relucio noted the commitment of both Napa County Public Health and the Health and Human Services Agency to the Live Healthy Napa County collaborative during this time of transition. She updated the group on progress toward hiring a new LHNC Staff Services Analyst and informed them of the upcoming recruitment of a Public Health Manager following Teresa Zimny's retirement.

II. UPDATES FROM LHNC SUPPORT STAFF

LLC GOVERNANCE STRUCTURE AND COMMUNICATION DIAGRAM

- The new LHNC Leadership Collaborative (LLC) structure was discussed. The composition of the LLC is based on the need to have representation from a broad range of sectors and geographic locations in the County, as well as to facilitate communication between sectors and those working on component plans and subcommittees. There will no longer be two leadership groups, the Core Support Team (CST) and the Steering Committee, as both have now been folded into the LLC. The LLC Governance Structure document and Communication Diagram, previously distributed via e-mail, were reviewed with the group and discussed.
 - It was suggested that there be a stronger connection/engagement with the Latino community. Because the LLC composition is not static, we can consider involving more community members in the future to accomplish this goal. In the meantime, sector representatives are tasked with communicating information about LHNC to their constituents and reporting back to LLC.
 - Alissa Gentile volunteered to co-chair the LLC. Joelle Gallagher will be contacted to see if she is interested in the other co-chair position.
 - One member questioned why there was no text in the box on the LLC Communication Diagram for the Senior Component Plan. Kris Brown and Celine Regalia explained that this group is in the very early stages of organizing, although it has been the topic of discussion for some time now. They explained that the timing coincides with the anticipated growth of the older adult population and high demand for senior services. Results of a recent senior survey will be presented at a forum on September 25th and the results will be used to inform next steps for a Senior Component Plan.

LHNC PROCESS EVALUATION

- The LHNC process evaluation that was completed by the consultant firm Harder & Co was distributed via e-mail before the meeting. The process evaluation focused on defining successes and opportunities for improvement and included member experience both before and after the release of the CHA, CHIP and CHAP. Jennifer Henn presented a brief overview of the evaluation that highlighted successes and opportunities for improvement. The table below was used to describe steps that Public Health LHNC staff and others are taking to address identified opportunities.

Opportunity	In place, in progress
Tracking and Reporting System	Implemented a reporting tool for partners to electronically report milestones and progress on activities. An Annual Report has been drafted reflecting progress for the first year of CHIP/CHAP.
Communication	A communication plan was drafted laying out strategy and tactics for various communication needs. Communication flow chart also developed. The new LHNC Website is now live and will have formal launch in early September.
Leadership, Structure and Roles	Work has been done over the past several months to plan the governance structure and new LHNC Leadership Collaborative (LLC) will convene its first meeting September 14, 2015.
Continue to Identify/Involve Partners	A critical function of member representatives of the LLC will be to interact with their respective sectors.
LHNC Resources	HHS/LHNC staff support - filling Analyst vacancy in near future and additional backbone support identified for the various Component Plans.

LHNC ANNUAL PROGRESS REPORT

- Jennifer Henn presented a short PowerPoint presentation with findings from the LHNC Annual Progress Report on activities in the CHIP and CHAP. The full report was included in an e-mail to the LLC. One of the challenges of an effort as large as LHNC is tracking progress on activities and evaluating the outcomes of our work. To collect this information, partner agencies identified as leads on an activity were sent a report template to complete and return with an update on the progress of their LHNC activities. Results demonstrate that progress is being made in each of the four priority areas; however, the report only depicts information reported to Public Health and may miss activities that are actually in progress but have not been reported. A discussion among LLC members of the report followed the presentation of results and concluded that:
 - The LLC is ready to look at the CHIP and CHAP and prioritize/refine the activities to better represent activities that are feasible and resourced. Clarifying our message and focus will better prepare us to compete for potential funding from the CA Endowment, Sierra Health Foundation, CDPH, and other funders. In order to focus our work on population health the LLC decided that the LHNC Public Health support team will make suggestions for how to prioritize activities based upon a set of criteria to-be-developed (e.g. Is the activity feasible? Is it evidence based? etc.). The results will be shared with the larger partner group for input and refinement. We do not want to discard activities, but rather develop a strategy to allow for a more systematic and focused approach.

GRANT UPDATES AND ACCOUNTABLE COMMUNITIES FOR HEALTH

- Dr. Relucio updated the LLC on possible grant opportunities and the Accountable Communities for Health (ACH) model. The ACH model is a way for communities to gain funding for collaborative work on a specific issue, such as diabetes, asthma, or heart disease. The success of the LHNC collaborative positions us for a competitive application for funding to be an Accountable Community for Health. In this model, the local Public Health department applies

for the ACH funding, but the funds (if awarded) would then be deposited into a “Wellness Trust”. The trust removes the funding from government control and therefore protects the funds from being redistributed during an economic downturn. The trust can be hosted by a 501c3 or can be its own 501c3. Money within the trust is used to fund the integrator/backbone support and health interventions. Creating a 501c3 allows the greatest flexibility with funding activities to promote health.

III. SECTOR AND SUBCOMMITTEE REPORT OUT

- Dana Codron, on behalf of the Core Support Team subcommittee, reported that work is in progress on the next Community Health Needs Assessment (CHNA) in alignment with the hospitals’ three year community benefits cycle. The subcommittee is working with Harder & Co, Kym Dorman from Raimia Associates, and with Napa County Public Health to complete the assessment. The current plan is to conduct focus groups in American Canyon and Up Valley to gain community input on health issues identified through the secondary data analysis. Currently, a larger town hall meeting is planned for the City of Napa. An LLC member suggested that two smaller focus groups held within the city might ultimately allow for better representation. The CHNA workgroup has developed a list of key informants for interviews with good cross-sector representation. The focus groups and interviews will take place in the next two months.
- The Poverty Prevention and Reduction team (along with others) will be presenting in favor of the minimum wage increase to the Board of Supervisors. They advocate for a timed, tiered approach to allow for a smoother transition for employers. Any interested supporters are encouraged to join.
- The Healthy Bodies Coalition will be meeting in October and an update will be provided at the next LLC meeting.
- The LHNC website is live! Please visit www.LiveHealthyNapaCounty.org and create a profile. Cara Mae Woledge did a brief online tour of the website and explained the importance of having representation from a variety of Napa County agencies on the site. LLC members are encouraged to visit and become familiar with the site’s great information. Of note is a Prezi overview of the history of LHNC and current LHNC work, as well as a video highlighting the great work being done in the Calistoga school garden.

IV. SUMMARY AND NEXT STEPS

- A LHNC partner meeting is planned for the month of October and will occur bimonthly going forward. The scheduled meeting date falls on October 12th, Columbus Day. Public Health LHNC staff will send a Doodle Poll to members to gauge availability for both October 12 and alternative dates in October.
- The meeting agenda for the LHNC Partner’s Meeting will be established via e-mail. LLC members who would like to present information at the Partner’s Meeting are encouraged to e-mail LHNC@countyofnapa.org.
- At this time, LLC meetings are scheduled to occur bimonthly on the second Monday of the month. The next LLC meeting date is November 9, 2015 from 1:30-3:00 PM.