

August 12, 2021 | 2:00-4:00pm

## WELCOME

### Attendees:

Karin Potter, Excelsior  
Lynn Kimball, ALTCEW  
Ana Trusty, MiA  
Amber Johnson, SNAP

Sarah Foley, SFD CARES  
Mitzi Guerin, PPGWNI  
Sara Rodgers, SRHD  
Sarah Bollig Dorn, BHT  
Symetria Gongyin, BHT

## PRIORITIES & ENGAGEMENT PLAN

### Priority #1: Building roles & goals of the Collaborative Connection Team (CCT)

#### Strategy #1: Onboarding/Mentor role (20 min) – Sarah

*CCT will serve as mentors to new members and share orientation information about the Collaborative.*

- Review created documents
  - <http://www.betterhealthtogether.org/bold-solutions-content/spokane-collaborative-overview>
- Pilot with new members
  - Pilot in Aug; report back at Sept CCT
  - New CCT member & Collaborative members
  - Do you (mentor) feel like you have what you need to pilot?

Strategy #2: Oversight of Collaborative projects – come back to at Sept CCT

#### Overview Doc. Notes:

- Karin, Excelsior and 3 Peer Spokane representatives will be part of the pilot as mentees
- Mentor will only take on 1 mentee organization at a time
- Amber & Sarah F. like the guideline!
- Karin: where do you mention the workgroups? Can you mention broad-based action items and goals?
- Sarah B D: We can create summary level overview document specific to equity workgroups

#### Mentor/Mentee Doc. Notes:

- Change the question about compensation/cost for joining – done

#### Members ready to be mentors:

- Lynn K. - ALTCEW
- Amber J. - SNAP
- Sara R. or Sarah F.

## Priority #2: Building communications tools for members to talk about the Collaborative & build community awareness, interest, and engagement.

### **Strategy #1: Communication Tools Packet (15 min) - Symetria**

Create a communication tools packet, as a mini “invitation to engage”/ quick overview of the Collaborative

- Review created mentor documents for needed revisions
- Elevator pitch & outreach email language for Collab & CCT members to use

#### **Notes:**

- Revisions noted within pitch/outreach template document – 4 workgroup pitches beginning of email
- Start recruitment flyer based on the elevator pitch + meeting frequency

### **Strategy #2: Outreach to organizations & staff (30 min) - Sarah**

Collaborative members to use the communication tools to talk to at least 1 organization they’d like to see at the Collaborative but who isn’t a part OR to communicate internally to their colleagues or leadership about what the Collaborative is and what it does.

- Decide timeline for testing
  - September intro to concept at Collaborative
  - October report back
- Discussion - guidance about which sectors/orgs/gaps
  - What prompts do we want for Collab members?
- Other considerations, support, or tracking we want to do?

#### **Notes:**

- Get buy-in from member organizations leaders – ask members to do some internal share-out and engagement
- Are there organizations we have in mind to reach out to specifically? No
- Ask full Collaborative or workgroups who’s missing in chat to identify short list, avoid bombarding an org.
- Follow-up and BHT built materials make it easy to share Collab. Happenings with internal teams
- Will have documents pulled together by Sept. meeting
- Zoom poll in October on how it went – Who did you share with? Internal or external? How did it go?

## Priority #3: Defining roles of Collab in community & roles of members in Collab (aka 2022 Charter & MOU)

### **Define Strategies (30 min) - Sarah**

- Timeline: Aug identify strategies, implementation is fall work for CCT & Collaborative
- Possible Strategy 1: Review and revise the MOU process for membership
  - Haven’t done a deep discussion of MOU use since funding for participation payments ended
  - What’s the value? Do we want a different approach?
- Possible Strategy 2: Review & revise the Charter
  - Typically renew annually, but do we want a more evergreen one?
  - Inclusion of “Defining Engagement” work
- Others?

**Notes:**

- Notes taken within Priorities document
- Do these strategies feel appropriate?
- Is an MOU useful? What's the value? Do we want a different approach?
- Signing off is important – consent to listing organization as a member publicly

**WHAT'S NEXT (10 min) - Sarah**

- BHT "New Normal" committee update
- September agenda

**ADJOURN**