

School Health Coalition

Steering Committee Meeting Notes

Meeting Date: February 28, 2020.

Participants: Participant list included as Appendix A.

Meeting Objectives:

- I. Review of vision and mission statements

- II. Develop proposals for coalition around:
 1. Name, purpose and brand
 2. Values and guiding principals
 3. Membership and meetings
 4. Leadership, structure and decision-making

Meeting Notes:

I. Vision and mission statements

The vision and mission statements resulting from the December 3rd process were accepted with the following modifications (in blue):

VISION

All children and youth in Kentucky are healthy, safe, and engaged, with opportunities to develop their full potential.

MISSION:

To work collaboratively on policies and **practices** in and around schools that promote equity and improve the physical, social and emotional health and well-being of children, youth and **families**.

The **target population** for the coalition's work will be children and youth pre-school to twelfth grade (P-12).

II. Steering Committee Proposals

Four breakout groups formed to develop proposals around each of the foundational elements of the coalition: 1) Name, purpose and brand; 2) Values and guiding principles; 3) Membership and meetings; and 4) Leadership, structure and decision-making. The groups presented their proposals and a full participant group discussion led to the following decisions and action steps.

Decisions	Action Steps
<u>Vision and Mission Statements</u> : the modified statements must be ratified by the full list of the school health coalition.	The Foundation will send a coalition survey (via Survey Monkey) of the modified vision and mission statements to the full list of the school health coalition.

Name, purpose and brand:

- Four coalition names were proposed.
- The purpose statement was ratified with a modification (*Appendix B*)

Proposed coalition names will be included in above-mentioned coalition survey for a final vote on the name of the coalition.

Values, Guiding Principles and Action Priorities.

The group agreed on the:

- Values that the organizations participating in the coalition will hold as they relate to their participation in the coalition;
- The principles that will guide the work of the coalition; and
- The action priorities (based on the spectrum of prevention).
(*Appendix C*)

The Foundation will add descriptors to the values and guiding principles and will send the completed version to the participant group as part of a draft memorandum of understanding.

Membership, Leadership, Structure and Decision Making:

The group agreed that the Foundation and partner develop a draft memorandum of understanding for review. The MOU will include the proposed leadership, structure, decision-making, membership and meeting recommendations from the full participant group.
(*Appendix D contains the main decision points, as well as the issues to be finalized*)

Foundation staff with Kentucky Voices for Health partner will develop a draft memorandum of understanding based on the decisions made by the steering committee members present at this meeting. This draft will be sent back to the participant group for review and feedback.
The final version will be sent to the full list of the school health coalition to sign.

Appendix A

SHC Steering Committee – February 28, 2020 Participant List

Elizabeth Anderson-Hoagland Kentucky Chronic Disease Program Kentucky Dept. for Public Health	Muhammad Babar Muslim Americans for Compassion	Nicole Barber-Culp Coordinated School Health Kentucky Dept. for Public Health
Joe Bargione Bounce Coalition	Laura Beard Prichard Committee for Academic Excellence	Emily Beauregard Kentucky Voices for Health
Brigitte Blom Ramsey Prichard Committee for Academic Excellence	Paula Brown Prevention and Promotion Dept. Behavioral Health	Ashley Brooks Northkey Community Care
Stephanie Bunge Student Tracking and Data Branch Kentucky Dept. of Education	Randa Bush Children’s Services New Vista	Veronica Cecil Foundation for a Healthy Kentucky
Penny Christian 16th District PTA Fayette County Public Schools	Colette Crown Community Advisory Council FHKY	Angela Cooper Kentucky Voices for Health
Racheal Fitzgerald Kentucky Primary Care Association	Amanda Goldman GFS Community Advisory Council FHKY	Candance Gurley Aetna
Ibby Hopper Cumberland Family Medical Center	Julie Horen-Easley Anthem Medicaid	Mahak Kalra Kentucky Youth Advocates
Eric Kennedy Kentucky School Boards Association	Melissa McDonald Alliance for a Healthier Generation	Tara McGuire New Vista
Amalia Mendoza Foundation for a Healthy Kentucky	Donna Piercy Humana Medicaid	Robin Ratliff Jefferson County Public Schools
Vestena Robbins KY Behavioral Health - DBHDID	Amanda Stamper Anthem Medicaid	Sheila Schuster Advocacy Action Network
Jamie Sparks Kentucky SHAPE	Jim Tackett Division of Support Services Kentucky Dept. of Education	Ron Van Treuren Centerstone
Christina Weeter Division of Student Success Kentucky Department of Education	Alicia Whatley Kentucky Youth Advocates	

Appendix B

Coalition Purpose Statement

A School Health Coalition for Kentucky's Children

The health and wellness of children and youth will be the driving force for a healthier Kentucky. To raise the Commonwealth from its current place as one of the unhealthiest states in the nation, it is necessary to work collectively to promote policies and practices that will lead to the attainment of the optimal physical, mental, and social health and well-being for all children and youth in Kentucky and **their families**. Childhood is a critical time to set a path for each person's future and attention to children's social, emotional, behavioral and physical development, along with early identification and responses to health-threatening conditions, will lead to improved health.

It is an aspiration of the Foundation for a Healthy Kentucky, in partnership with Kentucky Voices for Health, to support the establishment of a coalition that will **collaborate around the goal of improving the health and well-being of children and youth in Kentucky**. We propose the establishment of a school health coalition in recognition of the fact that the school setting strongly impacts behavior and plays a critical role in the development and support of children as they grown and learn. Because children and youth spend a large portion of their lives in schools during ages when there are critical and rapid changes in their brains and bodies, this is a setting in which both health and education outcomes can be achieved. Schools also offer a setting to address health and education inequities and offer children and youth the opportunity to foster their strengths, resiliency, and potential.

It is our intention that the school health coalition be a space for advocacy organizations and community members to share expertise and information, identify and promote policy priorities and programs, organize campaigns, and mobilize advocacy efforts with the goal of improving the health and well-being of children and youth.

(Modification in blue).

Appendix C

Values and Guiding Principles

Action Priorities

Values

The values that organizations participating in the coalition will hold as they relate to their participation in the coalition are:

- Collaboration
- Trust
- Integrity
- Communication
- Networking
- Compassion
- Diversity
- Respect
- Professionalism
- Shared-Decision-Making
- Innovation / New Approaches

Guiding Principles

The principles that will guide the work of the coalition are:

- Evidence and outcome based
- Equity focused
- Culturally responsive
- Holistic
- Community-driven
- Empowerment

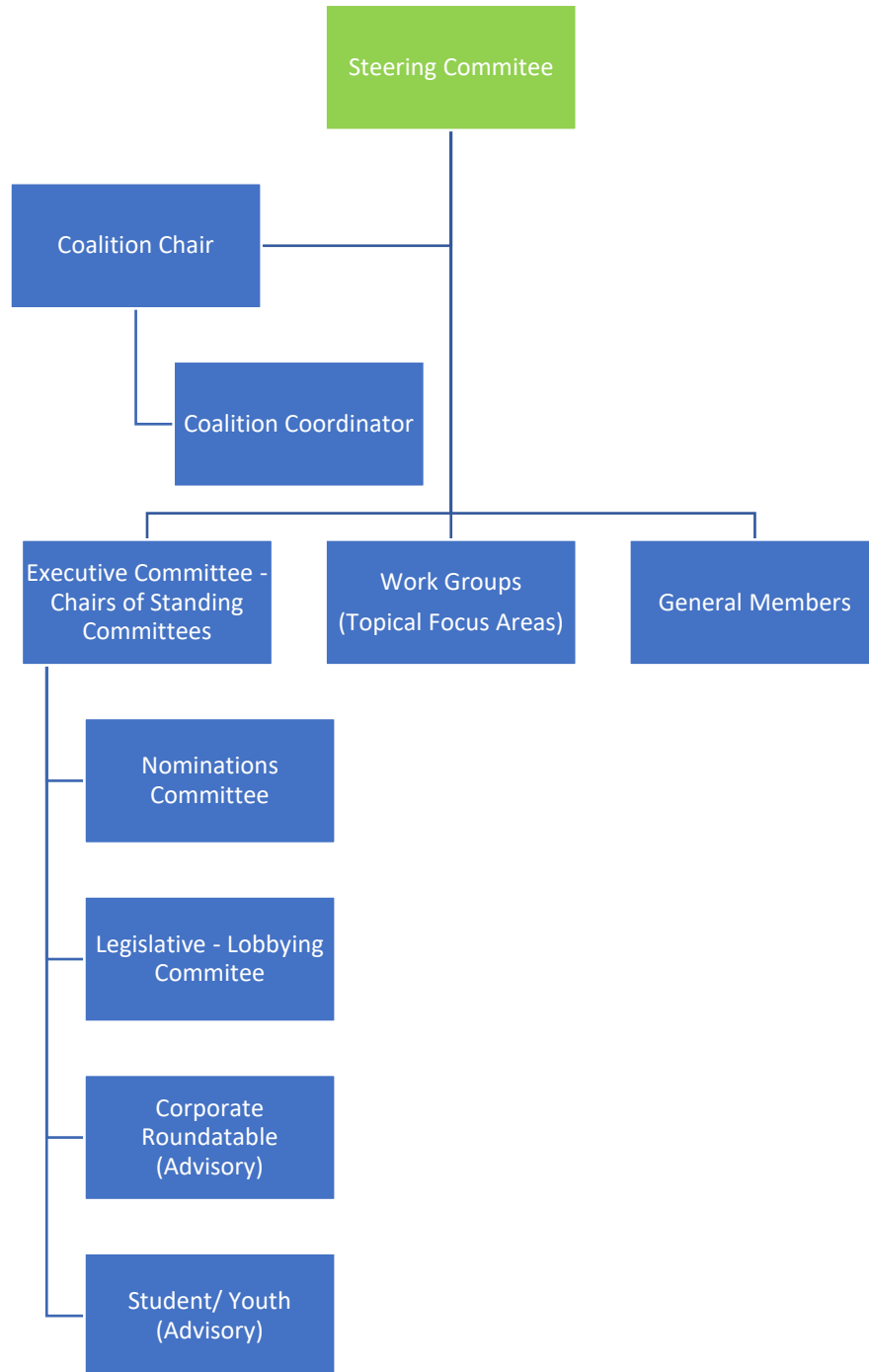
Action Priorities

Based on the spectrum of prevention, the action priorities are as follows:

- Fostering coalitions and networks
- Promoting community education
- Changing organizational practices
- Influencing policy
- Educating stakeholders
- Strengthening individual knowledge and skills
- Measuring impact / evaluation

Appendix D
Structure, Membership and Meetings, Leadership and Decision-Making

Proposed structure:



Membership and Meetings

- Membership will consist of a Steering Committee, Standing Subcommittees and General Membership. The Steering Committee will possibly have an Executive Committee comprised of the Chairs of the Standing Subcommittees, the Coalition Chair and the Coalition Coordinator.
- A Co-chair of the coalition was proposed by the Membership and Meetings breakout group.
- The Steering Committee will have a maximum of 25 members, with one representative from each participating organization.
- The Steering Committee will have voting and non-voting members; state agency representatives will be ex-officio members acting in a technical assistance capacity.
- Participating on the Steering Committee implies a two-year minimum commitment, and attendance at no less than 50% of the Steering Committee meetings. It will be a requirement to designate a proxy for the meetings if the representative cannot attend, ensuring the proxy is knowledgeable of decisions and development of the coalition
- There will be a minimum of four Steering Committee meetings per year, with participation being in-person or via conference call/video; the meetings will rotate locations and be recorded.
- The proposed standing subcommittees are:
 - Nominations committee
 - Legislative/ lobbying committee
 - A corporate roundtable advisory council (non-voting)
 - Youth / Student (Advisory Council and/or using existing organizational youth groups - such as the Pritchard Committee's- to provide feedback and input).Topical work groups will be developed, as needed.
- There will be an Annual Meeting of the coalition for all members.

Leadership and Decision-Making

- The coalition will use the Collective Impact model.
- The Leadership and Decision-Making breakout group proposed the Chair of the Coalition be held by the Foundation for a Healthy Kentucky as backbone organizations for the coalition; the Foundation would also hold the Coalition Coordinator position.
- The Leadership and Decision-Making breakout group proposed not having a vice-chair. The Chair would appoint someone to replace him/her/them when not present.
- Organizations that have a policy agenda related to the mission of the coalition should participate on the Steering Committee.
- The coalition should have an odd number of voting members.
- Success needs to be measured by data and outputs.
- The Coalition needs to be bold in both procedures and structure.

Pending a final decision: An initial proposal of 100% consensus for decision-making was proposed by the Leadership and Decision-Making breakout group, since this was the model used by the Coalition for a Smoke-Free Tomorrow.

With respect to the 100% consensus proposal, the full group discussion included the following points:

- The coalition needs to stand united, so it does not make sense that the different organizations go their own way when 100% consensus isn't reached. Once a coalition breaks

up because they don't have 100% consensus on a policy issue, legislators have a reason to do nothing on the issue. The coalition needs to protect the brand and hold to the mission and purpose. If the brand is not protected, there is no strength in the coalition.

- There are many decisions to be made daily and trying to reach 100% consensus on each decision will make it difficult to move with the agility and flexibility needed.
- The smoke-free issue is narrow compared with the issues the coalition will be dealing with, so the 100% model that may work for that coalition can't be directly applied to this coalition.

Since there were different positions with respect to the structure and decision-making of the coalition, a proposal was made for an initial draft of a memorandum of understanding to be sent to the participants of this steering committee meeting present to make final decisions.

A vote was taken among participants as to whether another meeting of steering committee was needed to finalize the structure/ leadership/membership discussion (option A) or whether the group accepted the Foundation and KVH drafting a Memorandum of Understanding proposal for the group to react to (option B).

Option B was chosen unanimously.