

**Cumberland County Coordinating Council for Public Health (C4PH)**  
**Steering Committee Meeting Notes**  
**June 25, 2007**

**Attendees:** Colleen Hilton, Dona Forke, Meredith Tipton, Malory Shaughnessy, Elizabeth Trice, Deb Deatrck, Doug Gardner, Julie Sullivan

**1. CDBG services**

- Have approx \$20-25k for July 1, 2007 grant award (exp June 30, 2008)
- Need project coordinator
- Need to determine how to prioritize potential services to deliver for pilot
  - PR is biggest consideration – needs to be highly visible, relatively easy to do, easy to evaluate impact
  - What questions need to be answered by the pilot?
  - Needs to demonstrate collaboration and coordination
- Oral health
  - Could expand City's Just Take One campaign and hold oral health screening fairs
  - What is the unmet need – e.g., insufficient capacity with dental providers
  - Would need to partner with Community Dental and UNE
- Flu vaccination
  - Centralized number to refer people to who does have inventory near them
  - Work with all providers/distributors
  - Info posting – web, toll-free number, newspaper
  - Target providers and public
  - Need separate planning session
  - Need to meet with Aaron at County to make sure fits within CDBG service guidelines
- SC chose to pursue the flu vaccination project

**2. Expenditures to date**

- Need to create revenue and expense spreadsheet, showing source of revenue
- Thus far have only spent a small amount on Toho's salary reimbursement
- Need to make final decision on who holds the money and has oversight; right now is with County. Doug and Julie will determine whether the City can hold the money and pay on the Muskie contract since it was a County RFP. Julie will get back to the SC via email.

**3. Muskie proposal**

- Only proposal in response to County RFP
- Will be discussed and voted on by County Commissioners this evening
- Gov & Fin Committee recommends to SC that we approve Phases 1 and 2 only, the statute review and economic analysis, at this time
- SC requested an electronic copy of the proposal

- SC requested that Muskie provide a progress report at the next SC meeting in August.

#### 4. Committee Updates

- a. Fundraising:** Received \$5k from MaineHealth/MMC, \$5k from County, \$5k from Mercy on the way. Need invoice to go to Community Counseling for \$2500; need to follow up with Woodfords on their \$5k
- b. Legislative:** Distributed final version of the resolve.  
(<http://janus.state.me.us/legis/LawMakerWeb/summary.asp?ID=280024799>)  
Deb will send to the full group and bill sponsors. She will also be monitoring Public Health Work Group actions as defined in the resolve.
- c. Governance & Financing:**
  - Update on last week's committee meeting; committee meets 4<sup>th</sup> Thursday of the month at 9 a.m. (next mtg is July 26)
  - Presented the town inventory grid and plan to meet with town managers in small groups over the summer.
  - Awareness-raising for towns, use hook that MCDC will be strengthening Local Health Officer expectations.
  - Changes/additions provided to Elizabeth.
- d. Health Data**
  - Toho Soma, City Public Health Information Program Coordinator, is gathering all possible health data at the town level, and will present at the next SC meeting in August.
  - Toho is working closely with the MCDC toward developing a data-sharing MOU, and will be presenting to the internal MCDC data working group.
  - MaineHealth, Eastern Maine Medical Center, Maine General Hospital are working to develop a common template for community health assessments to be done every 5 years starting in 2010. Will be looking at county-level data, including health behaviors, health care costs, and environmental indicators. Also planning to do RDD phone survey.
  - Deb D. met with Chris Lyman at the MCDC who stated that they will be publishing regional health profiles in October, using MAPP indicators.
- e. Healthy Cumberland County**
  - Bundled county-wide application was submitted to Maine CDC on time. Contract negotiation is expected to begin in August.
  - County-wide strategic plan for substance abuse prevention completed. Reports will be distributed at our next full C4PH meeting.
  - Staffing structure determined with recruitment for new positions planned for August.
  - Regular meeting schedule will be determined in August & September.

5. **Next meeting:** Monday, August 27, 2:30-4:30, Portland City Hall, rm 303

Meeting documents are also available on the web site: [www.c4ph.portlandmaine.gov](http://www.c4ph.portlandmaine.gov)