

Updated 5/29

Citizens for School Based Health Care Coalition Summer 2009 Work Plan

To prepare to meet with the school board in late August / early September we need to accomplish the following:

Develop Clinic Model-

- Identify the types of services to provide
- Identify and recruit partners to provide those services
 - Determine what we want them to commit to and what commitment we can make to them
- Determine how to handle billing and records
- Identify funding sources
- Determine structure for advisory board

Develop Community Engagement Plan-

- Identify additional stakeholders who should be included
- Define community
- Map out community engagement process
- Determine how to ensure that culturally diverse populations are represented during the community engagement process, both in terms of stakeholder representation and modes of communication used
- Determine how to manage community expectations for a full service clinic that would serve the entire community
- Identify resources to support engagement plan

To complete the work outlined above, we propose the following structure:

Committees: Create an executive committee (Diane, Geran, Nancy, and Tari?) to make decisions between large group meetings. A steering committee made up of all interested participants will meet monthly to review status and give feedback to subcommittees. Four subcommittees have been identified as follows:

- **Services and Partner Recruitment and Funding/Resources:** DHHS staff will organize the first meeting
 - **Committee members:** Stephanie Birch, Jon Lyon, Sarah Steel, Nancy Edtl, Mary Bell, Pana Jerusi
 - **Suggested additional members:** UAA (NP program, WWAMI) need to be identified, Tom Nighswander, Joel Wieman (Sarah S. will contact) Lauren Wolf (Elmendorf AFB), Doug Eby (SCF), Andrew Mayo
 - **End goals for this summer:**
 - Identify the types of services to provide
 - Identify and recruit partners to provide those services
 - Determine what we want them to commit to and what commitment we can make to them
 - Determine how to handle billing
 - Identify funding sources

- **Notes:**
 - Carol Comeau has indicated that she would like to start small, for example with immunizations and sports physicals, and then later build on initial success to expand services to meet other identified needs.
 - Liz suggested that MLP and Community land trust may be sources of small amounts of money
 - There was consensus that the 1st year of the Clark Clinic could be based on the Juneau model without billing and with service agreements from providers, but beyond a year and with expansion to other schools planned (West/Romig and Service have been identified as future sites) it would prove to be unsustainable.
 - Funding and resources was originally suggested as a separate committee; the group decided that the subject was so intertwined with services and partner recruitment that these two topics should be the responsibility of just one committee.

- **Community Engagement** and Advisory Board planning: Geran Tarr is taking the lead to convene this group
 - **Committee members:** Liz Posey, Geran Tarr, Mary Grisco, Jordis Clark, Clover Simon
 - **Suggested members** Lisa Reiger, Sharon Vaissiere, Mike Gutierrez, Jayla Clark, Chris Green (Stephanie will contact her to determine who might be a resource from AFACT), Lisa Wilken Clark LSW(Sarah Steel will contact) Doug Eby, Clark parents and students (Nancy will contact Clark principal), Mt View BGC (Geran and Liz will contact), POWER teens (Tari will contact)
 - **End goals for this summer:**
 - Identify additional stakeholders who should be included
 - Define the target community
 - Map out community engagement process
 - Determine how to ensure that culturally diverse populations are represented during the community engagement process, both in terms of stakeholder representation and modes of communication used
 - Determine how to manage community expectations for a full service clinic that would serve the entire community
 - Identify resources to support engagement plan

 - **Other notes:**
 - A short survey for Clark parents has been sent to ASD for review with hopes of being ready for registration

- **Logistics -:** Mary Bell agreed to convene the first meeting of the group.
 - **Committee members:** Joan Fisher, Mary Bell, Nancy Edtl
 - **Suggested members:** Pana Jerusi (Nancy will contact)
 - **End goals for this summer:**
 - Determine records needs, costs and resources for records systems, whether we can keep records in the existing DHHS electronic records system (Insight)
 - Identify equipment needs, donors
 - Determine space usage and needs

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- Other notes
 - Nancy thought more space could be made available at Clark
- **Evaluation:** Diane Ingle agreed to convene the first meeting of this group
 - **Committee members:** Diane Ingle, Nancy Edtl
 - **Suggested members:** Gabe Garcia (Liz will contact), Jon Lyon (Tari will contact)
 - **End goals for this summer:**
 - Create logic model
 - Develop evaluation plan
 - Identify resources to support evaluation
 - **Notes:** UAA MPH or other graduate students may be a resource.

Expectations for Committees –

- Committees are expected to provide summary reports (we will provide desired format) of their meetings for review by the rest of the group and for distribution via the AAPP website.
- Committees are responsible for designating a chair, development of a plan and timeline, and completion of end goals before the meeting with the school board in late Aug/early Sep.
- DHHS can assist with scheduling meeting space and providing a teleconference line for committee meetings. Please contact Sarah Grosshuesch (grosshueschl@muni.org, 343.4698) for assistance.

Steering Committee Meeting Schedule and Goals -

4 steering meetings are planned this summer; subcommittees will meet on their own schedules:

May 29- assign committees; come to consensus on goals and final products for committees, identify additional committee members to recruit

June 26 – reports from committees, review and give feedback on committee work, committees should have at minimum a plan and a chair

July 17– status reports with groups expected to be well on their way to completed identified goals

August date TBD – review completed work, prepare for school board presentation.

Website - AAPP has created a page for use. Go to a2p2.com and click on the SBHC tab. Minutes and other documents can be posted there. A link to the National Association of School Based Health Clinics will be posted there. Committees were directed to their “Roadmap” tool which has temporarily has free materials for use. Send documents to be posted on the website or suggestions for additional information to include to Sarah Grosshuesch.