Community Health Action Team
Meeting Minutes
April 7, 2024 from 2:30 – 4:00 PM
Cove Community Center – Conference Room
12525 Lake Ave, Lakewood, OH 44107

Attending: Dave Baas, Laura Jaissle, Kristin Broadbent, Lisa Bruening, Mark Walter, Kate Ingersoll

I. Call to Order

The meeting was called to order at 2:35 PM.

II. Approval of Previous Meeting Minutes

On a motion made and seconded, the March 12, 2025 meeting minutes were approved without revisions.

III. Resource Guide Update

Kate provided updates on the printing process and requested CHAT members provide approval on logo usage. The language will note that HLF is compiling the resource guide in partnership with CHAT member organizations.

Action Item: Approval of the logo must be obtained from the Superintendent and the Board of Education before it can be included.

IV. Evolution of CHAT

The team discussed several key areas moving forward:

Subcommittees

Each subcommittee should assess remaining tasks for the upcoming report and identify outstanding issues that need to be addressed.

Organizational Risk Management

The committee discussed current and anticipated challenges for non-profits and local institutions due to federal funding and social program reductions.

Risk assessment was identified as critical, as uncertainty translates to organizational risk, and to identify and manage assumptions.

Transition Planning

Committee members noted the following:

- A discussion on how/if the CHAT Governance Committee should oversee subcommittee projects is necessary.
- The CHNA represents a snapshot in time, and community needs are expected to change dramatically. The team needs to reassess priorities accordingly.

Timeline Considerations:

- July 31: Lisa Bruening's last day.
- Discussion on when to consider the current phase complete.
- Potential transition to semi-annual governance meetings.
- The annual report submission to City Council remains on schedule.

Partnership Networks

Kate referred to the developing Human Services Chamber of Cuyahoga County as a new resource for non-profits.

V. Adjournment

The meeting was adjourned at 4:00 PM.

Next Meeting: To be determined at Cove Community Center - Conference Room

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Action Items:

1. Obtain logo approval from the Superintendent and Board of Education
2. Subcommittees to assess remaining tasks for upcoming report
3. Schedule next meeting date
4. Continue transition planning discussions

