Community Health Action Team
Meeting Minutes
May 20, 2024 at 3:00 PM
Cove Community Center – Conference Room
12525 Lake Ave, Lakewood, OH 44107

Attending: David Baas (City of Lakewood Planning Department), Lisa Bruening (Lakewood City School District), Mark Walters (Lakewood Community Recreation and Education Department), Laura Jaissle (Department of Human Services), Cindy Marx (Lakewood City Council, Chair of Health and Human Services Committee), Kristin Broadbent (Three Arches Foundation), and Kate Ingersoll (Healthy Lakewood Foundation)

I. **Call to order**
   a. Dave Baas called the meeting to order at 3:06 PM.

II. **Approve April 15, 2024 meeting minutes**
   a. On a motion made and seconded, the April 15, 2024 meeting minutes were unanimously approved.

III. **Additional updates from committees**
   a. Kate Ingersoll provided an update from the Food Access Subcommittee as had recently met the week before this meeting.

IV. **Review of draft one year report**
   a. Committee members discussed the synthesis and structure of the report and offered feedback and edits for accuracy and clarity.
   b. Committee members identified that the consistent theme from every subcommittee was improved communications and information sharing from the City and non-profits to residents about available services and programs.

V. **Determine reporting structure to Administration and City Council for one-year update**
   a. Committee members will provide synthesized recommendations to Kate by May 24th.
   b. Kate will provide a second draft by May 31st.
   c. The goal will be to finalize edits the week of June 3 and send it to the administration for review before hopefully adding the report to the City Council's docket for the July 15th meeting.

VI. **Goals moving forward**
   a. Role of the committee

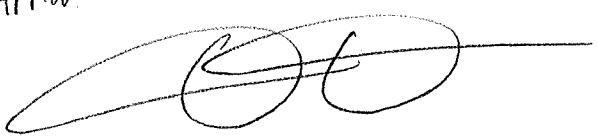
i. Committee members agreed that researching and identifying best practices in community engagement practices and communications tools should be its next short-term focus.

b. Subcommittees
   i. The following subcommittees plan to continue their work either to further clarify their goals or for information sharing: Access to Behavioral Health, Out of School Time/Enrichment, and Food Access.

VII. Adjournment

a. On a motion made and seconded, Dave Baas called the meeting to a close at 4:54 PM.

APPROVED –



CHAIR

17 SEPT 2024