Community Health Action Team
Meeting Minutes
August 14, 2023 at 2:00 PM
Cove Community Center – Conference Room
12525 Lake Ave, Lakewood, OH 44107

- David Baas (City of Lakewood, Planning & Development)
- Sarah Kepple (City of Lakewood, City Council)
- Kristin Broadbent (Three Arches Foundation)
- Laura Jaissle (City of Lakewood, Department of Human Services) – until 2:30 PM
- Kate Ingersoll (Healthy Lakewood Foundation)

I. Call to Order

a. David Baas called the meeting to order at 2:11 PM.

II. Approve July 18, 2023 Meeting Minutes

a. With a motion made by David Baas and seconded by Kristin Broadbent, the July 18, 2023 Meeting Minutes were approved.

III. Action Plan Review

a. The recommendations have been organized by the following issues for subcommittee referral:
    i. Housing
    ii. Community information strategy
    iii. Out-of-school time/enrichment
    iv. Healthy food access
    v. Access to physical/behavioral healthcare
b. Additionally, the Committee determined that certain recommendations were already in place but needed to be communicated more effectively through resource guides and information sharing.
c. Certain recommendations are beyond the Committee's purview.

IV. Establish Timeline for Subcommittee Work

a. David Baas suggested that an interim report should be drafted to explain the process through which the Community Health Action Team (CHAT) has reviewed, interpreted, and vetted the Action Plan recommendations to date.
    i. Sarah Kepple suggested that quantitative data be shared and presented to Council through a letter in early fall 2023.
    ii. If the report can be finalized by September 13th, the letter can be added to the September 18th City Council meeting docket.

V. Assignments

a. David Baas – draft Committee statement on status and goals of the CHAT process to date.
b. David Baas – start a rough draft of the subcommittee guidelines.
c. Kristin Broadbent – draft list of potential committee members using the listed stakeholders (Columns G, H, I) in the Action Plan Assessment Spreadsheet.
d. Kate Ingersoll will draft the interim report to explain the CHAT's process for reviewing and categorizing the Action Plan recommendations.
e. Committee members will review the drafts of these documents to provide feedback in advance of and at the September 11 meeting.

VI. Next Steps

a. Materials will be sent by September 5 for review in advance of the September 11 meeting.

VII. Adjournment

a. The meeting was adjourned at 3:13 PM.

Next meeting: September 11, 2023 at Cove Community Center - Conference Room

