



**Healthy Montgomery Steering Committee Meeting
Virtual via Zoom Meeting
March 6, 2023
Meeting Minutes**

Members and Alternates Present: Dr. Christopher Rogers, Crystal DeVance-Wilson, Leslie Graham, Gina Maxham, Monique Sanfuentes, Cristina Sasaki, Stephanie Iszard, Jacquelyn Williams, Patricia Rios, Monika Driver, Kate McGrail, Kathy McCallum, Samuel Oji, and Eleni Antzoulatos.

Healthy Montgomery Staff: Elizabeth Beck, Rita Deng, Felicia Huges, Chunfu Liu, Meghan Sontag, Diana Tato-Niktash, Kiera Abdul

Guests: Karen Gutierrez, Sanjana Quasem, Tara Clemons Johnson, Maura Canavan, Michelle Caruso, Heather Bruskin, Dairy Marroquin, Dr. Ikenna Myers, Natalie Talis

Topic/Presenter	Key Points	Action Item/ Responsible Person
Welcome and Opening Remarks <i>Dr. Christopher Rogers & Ms. Leslie Graham</i>	<ul style="list-style-type: none"> • The meeting was called to order at 3:05 p.m. • Ms. Leslie Graham welcomed all attendees, highlighted the agenda, and asked for new attendees to introduce themselves either live or via the chat • Attendance was taken and quorum (50% of membership plus 1) was not initially present. 	
Minority Health Initiatives & Program Updates	<ul style="list-style-type: none"> • Jacque Williams provided an update on the African American Health Program’s projects and activities. • Sanjana Quasem provided an update on the Asian American Health initiative’s projects and shared links. • Patricia Rios shared updates on the Latino Health Initiative’s projects and activities. 	
Approval of January 2023 Meeting Minutes <i>Ms. Leslie Graham</i>	<ul style="list-style-type: none"> • Attendance was reviewed again and quorum (50% of membership plus 1) was present. • January 2023 meeting minutes were sent via meeting invite and in the Zoom chat. • Jacque Williams motioned to approve meeting minutes; Samuel Oji seconded. • Opened it to discussion, there were no questions, updates, or clarifications on the minutes. • All in favor to approve, none opposed. 	Jacque Williams motioned to approve minutes with a second from Samuel Oji. Minutes were approved unanimously.

<p>MCDHHS Acting Chief of Public Health Comments <i>Dr. Christopher Rogers</i></p>	<ul style="list-style-type: none"> • Dr. Kisha Davis was unable to attend the meeting, Dr. Christopher Rogers provided a brief staffing update: <ul style="list-style-type: none"> ○ Dr. Rogers has been appointed the Acting Chief of Public Health ○ Mr. Sean O’Donnell is serving as the Acting Deputy Chief 	
<p>Human-Centered Design Approach <i>Dr. Christopher Rogers & Ms. Natalie Talis</i></p>	<p>See Presentation</p> <ul style="list-style-type: none"> • Dr. Rogers introduced Ms. Natalie Talis of the Alexandria Health Department, who was a presenter at the 2022 APHA Conference. • Ms. Natalie Talis presented on Human-Centered Design Approach and how Alexandria Health Department implemented this. Ms. Talis answered questions and offered future assistance if needed. 	
<p>MAPP Subcommittee <i>Ms. Elizabeth Beck</i></p>	<ul style="list-style-type: none"> • Ms. Elizabeth Beck briefly shared that the MAPP Subcommittee is still open for anyone who has an interest to join. • Representation from MCPS was requested. • Please contact Ms. Elizabeth Beck if you have an interest in participating. 	
<p>CHNA Update & Dissemination Plan <i>Dr. Christopher Rogers & Ms. Elizabeth Beck</i></p>	<p>See Presentation</p> <ul style="list-style-type: none"> • Dr. Rogers shared that the CHNA draft has been sent to graphic designers. There is a meeting on 3/7/23 to talk through final details. • Editor will need around 3-4 weeks to finalize report. • Report will be translated in 6 different languages (Amharic, Chinese, French, Korean, Spanish, and Vietnamese). • Ms. Elizabeth Beck shared the CHNA dissemination plan and tentative timeline and asked for assistance from committee members to help share the report. 	
<p>Co-Chair Nomination & Voting <i>Ms. Leslie Graham</i></p>	<ul style="list-style-type: none"> • Ms. Leslie Graham expressed her interested in continuing as the Co-Chair and shared that voting for the Co-Chair will take place at the May meeting. 	
<p>Charter Review & Discussion <i>Ms. Leslie Graham</i></p>	<p>See Document</p>	

	<ul style="list-style-type: none">• Ms. Leslie Graham talked through updates for the Charter, pertaining to new membership and terms of service. Discussions will continue.	
Hospital Workgroup Updates	<ul style="list-style-type: none">• Ms. Kate McGrail shared updates from the hospital workgroup.	
Announcements	<ul style="list-style-type: none">• Ms. Elizabeth Beck shared there is a new social media page for Healthy Montgomery. The page is on Instagram and can be found by searching healthy_montgomery	
Wrap up/Adjourn	<p>The meeting was adjourned at 4:50 p.m. The next Healthy Montgomery Steering Committee meeting will be on May 1, 2023 from 3-5 p.m.</p>	