

## HNJ2030 Coordinating Committee

### MEETING MINUTES

SEPTEMBER 3, 2019

#### ATTENDANCE

- Maria Baron, Loretta Kelly, Suzanne Miro, Andrea Mahon, Yvonne Mikalopas, Elizabeth Coulter

#### OLD BUSINESS

##### HNJAC RECRUITMENT

- All ethics, conflict of interest, non-disclosure, and project charter forms have been received from all members

##### STATE HEALTH IMPROVEMENT PLAN (SHIP)

- Draft is being reviewed and edited by DOH contributors via SharePoint
- Expected to be ready for HNJAC to review by 9/18/19

#### NEW BUSINESS

##### SEPT 18 KICK-OFF MEETING OF HNJAC AND HNJCC

- Reviewed draft PowerPoint slides
- Add a slide between #24 and #25 about activities beyond 3/31/20

##### COMMUNICATIONS BRAINSTORMING SESSION

- Need handouts like the rack cards for internal events that aren't meetings (e.g., Chocolate Milk viewing)
- Routine staff meetings:
  - We'll each need to prepare talking points/fact sheets re: HNJ2030 that are appropriate to our branch
  - Integrated Health
    - Branch meetings with Division Directors
    - CH&W has monthly division meetings
  - Public Health Services
    - Monthly branch meetings with Asst. Commissioners
    - Asst. Comms. have division meetings with their Directors
  - Population Health
    - TBD
    - CHS has biweekly senior staff meetings with Director
  - Health Systems -- ????
- Newsletters:

- Health Matters
- HNJ News
- News You Can Use (OLPH)
- Communicable Disease Services newsletter - sent quarterly to public health and health care groups via LINCOS (approx. Jan 15, Apr 15, Jul 15, and Oct 15)
- Children's Oral Health newsletter - sent to school nurses each fall and WIC staff each spring
- Tobacco Control Program - Do they have a newsletter?
- Listservs:
  - There are lots of them! Some are available via LINCOS.
  - HNJ News subscription
- Routine external meetings:
  - DOH Boards and Councils
  - Oral Health Commission (NJ Dental Association) - monthly
  - Pediatric Home Health Committee (NJ Chapter of the AAP) - monthly
  - Many external advisory councils that DOH staff sit on
  - Head Start Advisory Committee (DOE)
- Other NJ departments and agencies:
  - DHS, DCF, DOE, DoAg, L&PS, DOT, DEP, DOBI, DCA, DOC, DOL, DMAVA --- all are related in some way to public health

#### ACTION ITEMS

- Contact HIT re: external SharePoint-like site that HNJAC can access
- Find out what DVFNFRB uses to share documents externally
- Tent cards for 9/18/19 mtg
- Add slide to 9/18 presentation as described above
- Send slides and handouts for 9/18 mtg to HNJAC Chair for review and edits