

HNJ2030 Coordinating Committee

MEETING MINUTES

APRIL 2, 2019

ATTENDANCE

- Kelly Anderson-Thomas, Maria Baron, Yannai Kranzler, Marisol Meyer, Kaitlyn Woolford
- Via phone: Alison Shippy

OLD BUSINESS

UPDATES

- 3/13/19 – HNJ News subscription form posted online
- 3/13/19 – SharePoint site up and running

FRAMEWORK GRAPHIC

- Marisol presented 4 graphics to choose from. We like the more colorful ones. Maria will send Marisol example from last HP2030 Advisory Committee webinar.

HNJAC RECRUITMENT

- 3/13/19 – Requested posting to OLPH's News You Can Use, but there are no plans to publish one in next couple weeks
- 3/14/19 – Posted to NJDOH Twitter, Facebook, and Instagram accounts
- 3/15/19 – Posted to Office of Population Health home page
- 3/18/19 – Posted to DSRIP home page
- 4/1/19 – Email forwarded to all Local Health Officers and the GPHP Coordinators for each county
- Maria, Marisol, Yannai, and Loretta will narrow down the list
- Kelly, Alison, and Kaitlyn will review narrowed down list and make final decision
- Do not end recruitment period yet. Reassess at 4/16 meeting.
- Create a formal agreement for the HNJAC that includes non-disclosure, data privacy, notification of conflict of interest, etc. Seek help from Ethics and Data Privacy Officers.

NEW BUSINESS

TOPIC AREA SCHEMES

- Examples were given of several different ways to potentially organize topics.
- Discussed the relationship between topic areas and workgroup membership and how that may drive the topic area decisions.

- Don't want topic areas that overlap too much (preferably, not at all).

ACTION ITEMS

- Review HNJAC applications and begin making decisions
- Submit to Maria topic area scheme ideas that you like/prefer (and/or indicate what you *don't* like)

AGENDA FOR NEXT MEETING

- Access HNJAC recruitment
- Create one or more topic area schemes to submit to HNJAC
- Determine Topic Area Work Group duties and recruitment methods
- Formal HNJAC membership agreement