

MINUTES
Foundation Planning Task Force
July 31, 2017, 6:00 p.m.
Lakewood City Auditorium

The meeting was called to order at 6:07 p.m.

Members Present (13)

Mike Bentley Katie Collin Phyllis Dykes
Chuck Garven George Hillow Ben Miladin
Erin Murphy Brittany O'Connor
Dawn Pyne Vicki Smigelski
Kristen Warzocha

Others Present

Shannon Strachan, Executive Assistant to Mayor
Randell McShepard, Facilitator

Not Present (5):

Daniel Cohn Jeanine Gergel Martha Halko
Laura Rodriguez-Carbone Judith Wright

1. Erin Murphy, Chair called the meeting to order. Welcome remarks were made.
2. The first order of business was the approval of meeting minutes for the June 27, 2017 meeting. The Chair asked if there were any comments or corrections about the minutes sent out prior to this meeting? There being no comments or changes the Chair advised the Minutes were approved by consensus.
3. Murphy next asked Phyllis Dykes, Chair for the Community Engagement Subcommittee to report out on their work. Phyllis confirmed the importance of the "Purpose for Community Engagement" created by the subcommittee, and reviewed the following documentation:
 - a. Community Engagement Interview Questions Form
 - b. Interview Protocol, and
 - c. Community Engagement Interview Stakeholder List UpdatePhyllis outlined the time-line for the subcommittee's work including the completion of the interviews and interview reports by September 14th. Phyllis advised she will be creating the first draft of the subcommittee report. The subcommittee is expected to review the draft report, make comment and finalize the report for presentation of their findings at the October 19, 2017 meeting of this task force.

Brittany O'Connor and Mike Bentley both confirmed they were working hard to schedule their interviews and moving forward.

Finally, Phyllis asked the group how they felt about answering the Stakeholder questions themselves. There was a general discussion with the task force agreeing to answer the questions and send answers to Randy McShepard prior to the next meeting. Randy agreed to create a report summarizing the responses. Phyllis recommended the task force use the Interview Question Form which provides space for answers. An electronic copy was attached with the agenda for the meeting.
4. The Chair next posed the questions to the members: "What are the next steps?" and "Are we on track with our assigned task?"
 - a. Chuck Garven voiced some concern about completing the task of setting up the Foundation with the IRS in time to receive the first large sum in 12 to 16 months. He encouraged the group to think about working on other issues/decisions facing the task force while the Community Engagement Subcommittee is completing its work.

- b. George Hillow agreed and added that it would be helpful for this task force to have an understanding about what money would be available to spend on the work of the Foundation each year over the next 16 years during which the Foundation will receive money. He advised that the money to spend is different than the total amount of money held by the foundation. Mike Bentley agreed that these figures could be projected and would provide a lot of incite for the group.
- c. Katie Collin added that this group needed to understand the operating costs and expenses the Foundation may have in store and what other options there are to share or purchase such administrative costs and expenses.

The Chair then asked the group whether or not they thought this was a good time to create another subcommittee to pursue some of these questions. It was agreed that a subcommittee would be formed to gather facts and information about Foundation funding and infrastructure. Katie Collin agreed to Chair the Subcommittee and George Hillow, Mike Bentley and Chuck Garven agreed to sit on this committee.

d. Randy McShepard asked the group if they were still interested in inviting in representatives of some Conversion Foundations. Kristen Warzocha indicated that she was particularly interested in hearing from these organizations and others on the committee agreed. A short discussion was had and the group came up with the following organizations that Randy agreed to reach out to: Mt. Sinai Foundation, St. Lukes Foundation and the Sisters of Charity to invite them to the September meeting.

Ben Miladin also suggested that the group might want to hear from the Center for Effective Philanthropy and/or Philanthropy Ohio. Those present thought Ben's suggestion was a good one. Erin asked if Ben and possibly Dan Cohn might reach out to one or both of these organizations (which are not located in Cleveland) and set up a skype or phone interview and report back to the task force about the conversation.

5. The Chair next reminded the group that Dr. Hekman and Dr. Welsh would be coming to speak to the task force on August 23, 2017. Erin asked the group if they had questions to be posed to the doctors in addition to the following:

- a. Where do you see gaps in health and wellness coverage in Lakewood?
- b. What health needs are not being met?
- c. How are you setting up the Family Health Center (FHC) structure and why?

The group posed the following additional questions:

- d. What specialty care services will be available at the new FHC? How often?
- e. How many doctors will be available at the FHC?
- f. How will the FHC work with/collaborate with Metro Hospital and University Hospitals for the health and wellness of Lakewood residents?
- g. Will there be mental health care at the FHC?

And the following question was solicited from the community in attendance:

- h. What population health programs will be conducted or available by the FHC and/or CCF in Lakewood?

6. The Chair next indicated that it had come to her attention that the September 21, 2017 meeting was during Rosh Hashanah. A new date would be proposed through a doodle poll that the group should look for in the next week.

7. Finally, Erin recommended the group look at the Ohio Health Values Review which was brought to the attention of the task force by a member of the community. The review covers topics ranging from health equity to physical activity to tobacco. There are multiple overviews of the current health policy landscape in Ohio. It can be found on the task force webpage in community health and wellness news

8. Action Items:

- a. Task Force members to complete the Community Engagement Subcommittee Questionnaire and return to Randy McShepard as soon as possible but before the next meeting.

- b. Erin Murphy to send out a Doodle Poll to set a new date for the September Meeting.
 - c. Randy McShepard to reach out to various Conversion Foundations to invite them to speak to the task force at the September meeting if possible.
 - d. Infrastrucutre/Funding Subcommittee to schedule a meeting.
9. Meeting was adjourned at approximately 7:35 p.m.



August 3, 2017

Shannon Strachan, Secretary

Date

Foundation Planning Task Force
July 31, 2017 - Meeting Documentation

1. Meeting Agenda
2. Community Engagement Questionnaire Format
3. Community Engagement Protocol
3. Community Engagement Stakeholder Contact and Interview List