

Item	Details	Notes
Hello, how are you?	<ul style="list-style-type: none"> ● こんにちは、元気ですか (Japanese) ● Introductions – Welcome to the workgroup meeting! 	<p>Present: Andy Ansell, Krissie Guerard, Chryssie Jones, Carissa Weisdorf, Brett Burnham (phone)</p> <ul style="list-style-type: none"> ○ Integrated Planning minutes in PDF form, available to add to Integrated Tab
Minutes Rock Star	<ul style="list-style-type: none"> ● Review minutes: Carissa Weisdorf ● On deck is Jonathan Hanft 	<ul style="list-style-type: none"> ○ Also add Structure & Membership Selection Committee products on integrated planning tab
Housekeeping	<ul style="list-style-type: none"> ● Next meeting is 9/29; HSB Room 311 	
Bylaws	<ul style="list-style-type: none"> ● Highlights to discuss from Bylaws committee ● Feedback from integrated planning workgroup members ● Next steps <ul style="list-style-type: none"> ○ MDH/DHS review? ○ Share with PC/CCCHAP members 	<ul style="list-style-type: none"> ● 6.25 feedback posted on integrated planning tab ● Need HC attorney review ● Per JH – need to fill in committees & responsibilities and those that don't ● Code of conduct & suspension of removal procedures, concern is if it's a co-chair violating code of conduct, need to look at language if someone violates code of conduct, process in case of suspension. Executive Committee take this on? JH touch base with county attorney regarding language and bring it back to the group ● Planning body members are volunteers so they need to abide by HC discrimination policy - added to section 5.5 on bylaws & referenced in membership application ● No more than 2 per provider on planning body, too much? There are a number providers we work with, allow for more folks to be involved. Risk is that they may be filling a demographic or different roles at the provider. The new membership committee could look at this when assessing applications they receive. Be cognizant when making selections ● Are there clauses in the bylaws to suspend them? In the event of trying to have more than 2 folks from providers? History says it was in cases of Co-Chairs; allowing someone to stay on past their term due to there would have been 2 new co-chairs. Warrant having a supermajority=2/3 of the vote. May need to add more to this about suspending ● Decision making – consensus. Are there risks of folks trying to control the vote? There is a conflict of interest concern. How does this work with Robert's rules? Now that we're looking at prevention & care; majority seems a better method & aligns with Robert's rules. Other reasons: electing new members, prioritizing populations, allocating funds. Change to Majority Vote ● Parliamentarians? 1 person elected one year by council, is a council member. Give it a try and we can always

		<p>dissolve. Job description available? CCCHAP has one, add to Basecamp, add as addendum to application</p> <ul style="list-style-type: none"> • Community Co-Chair – do we want something in there as we start out for year one? If co-chairs are elected how do we do that the first time? This should happen at the first meeting. Update to say except first year of the new planning body. Part B – take that out. Already addressed with membership committee • Next steps after changes & legal review: post on integration tab by 9.15; feedback from planning body members received by Carissa & Chryssie until 9/30 • After 9/30, further changes to bylaws to be considered by new integrated planning body
IGA	<ul style="list-style-type: none"> • 8.12 meeting next steps DHS/MDH for review • Update 	<ul style="list-style-type: none"> • DHS reorganizing, not sure future involvement • Go forward as is and make changes when we know more? • Can new planning body convene if not in place by January? Question for HC attorney • Clause in IGA, grant admin changes at state level, still valid? JH to follow up
Structure Committee	<ul style="list-style-type: none"> • Committees established & their duties • Other 	<ul style="list-style-type: none"> • A lot of time spent on disparities committee & functions. Folks felt good, good ground where we left it • Planning & Priorities committee name, P&P has negative connotation. Emails back & forth amongst committee members to change it. Priorities & Allocations Committee, the name doesn't capture the "planning" functions of the committee. Possible for Planning & Allocations Committee? Jonathan to email the group
Membership Selection Committee	<ul style="list-style-type: none"> • Updates • Applications received • Recruitment needed? • How can we support you? 	<ul style="list-style-type: none"> • application ready, spent a lot of time on questions • Interview grantee candidates? Consensus especially from CCCHAP & PC members not necessary to interview grantee candidates, they have to be on the committee so decided not necessary • Have identified some deficiencies – CCCHAP asks for clergy position, representative from education (need to reword so more general), professional from Dept. of Corrections, AA, Asian, Medicaid
Integrated Work Plan follow up	<ul style="list-style-type: none"> • Please upload Charter template/Current MOU's upload to basecamp • New member orientation – current subcommittees or members take this on? Poll new members? 	<ul style="list-style-type: none"> • Silent agenda item • Will be updated after today's meeting

<p>Process Evaluation</p>	<ul style="list-style-type: none"> Brief presentation 	<ul style="list-style-type: none"> Pros: document the overall process, benefits other states, more work Cons: takes time & resources Brett could consult & be extra set of eyes Documents the “recipe” of the whole process so other folks can see what was done and try to replicate Already a lot of documents created that could be used Consensus felt good idea to document, challenge is resources Krissie said good idea to document Do’s & Don’t’s Question: what would we measure? Make sure we measure appropriate thing Jonathan to follow up to find out if a HC staff or intern could drive this effort
<p>Next Meeting:</p>	<p>Tuesday, 9/29; 1 – 2:30pm Mpls HSB Room 311</p>	

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