

**HHSC Health Work Group  
Tuesday, August 4, 2009  
Minutes**

**Phase I**

**Step 1** Determine the necessity of undertaking the MAPP process

Looked over the Readiness Questionnaire and have already answered most questions. Still questioning the lead agency. The Berkeley County Health Dept currently has a position posted for Community Health Promotion position. When this position is filled, depending on skills of person identified and responsibilities defined, the Health Dept may take the lead on this project. We will continue to move forward as is for now. We have general agreement on purpose and outcomes of the project – Identifying and linking resources in the community to promote health and wellness across the lifespan. Make the HHSC Health Work Group a collaborative work group and resource clearinghouse for services and programs in the community. To work together toward a common goal.

**Step 2** Identify and organize the participants

We spent time defining and compiling a list of public health services in the community:

- Health Departments
- Shenandoah Community Health
  - Women's Health
  - Primary Care
  - Behavioral Health
  - Oral Health
- EP Free Clinic
- Free Clinic in Berkeley County (used to be at Living Room?)
- WVUH-East – City and Jefferson
- Eastridge
- Panhandle Home Health
- Berkeley Senior Services – Center and in-home care
- Hospice
- Parish Nurses
- School Health
- RESA VIII
- Private Practitioners
  - Dentists
  - Medical
  - Behavioral Health
- Shenandoah Women's Center

- Homeless Shelters
- March of Dimes
- American Cancer Society
- Medical Reserve Corps

*(some are public health providers and some can be considered as part of the cross-sectional group)*

**Step 3**        Design the planning process – to be done at the next meeting.

**Future Steps:**

**Step 4**        Assess resource needs and secure commitment

**Step 5**        Conduct a readiness assessment – see Step 1

**Step 6**        Manage the process

**Next Meeting:**        **Tuesday, September 1, 2009**  
                                  **10-1130am, 2<sup>nd</sup> Floor McCormack Center**

**At the next meeting we will outline the next steps for the project and define roles/committees/assign tasks.**