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**Cross Site Leadership Committee**

**6/30/2022**

**4-5PM**

**Attendees:**

**Chair:** Douglas Argue, COHHIO

**Members:**

* Ashon McKenzie, CelebrateOne
* Diane Alecusan, CareSource
* Emma Smales, Public Health - Dayton/Montgomery County
* Shaleeta Smith, Summit County Public Health
* Paulette Yarber, Community Member

**Non-voting Members:**

Amy Stevens, Health Policy Institute of Ohio

Tameka Brice, COHHIO

Jacob Santiago, Health Policy Institute of Ohio

Edith Nykenganyi, Health Policy Institute of Ohio

Angel Wells, United Way of Summit & Medina

Ashely Brown, United Way of Summit & Medina

Rachael Jones, CelebrateOne

Bridget Lacy, United Way of Summit & Medina

**Facilitator:**

Barbara Poppe

**Advanced Material:**

ODH Workplan

HBAH branding document

Fidelity review

IAC Charter

**Agenda:**

1. **Welcome, framing, and flow – Barbara** 
   * Confirm/modify agenda

*No changes to the agenda.*

1. **Nominations of community advisors and member update – Barbara**
   * + Akron: Breanna Wesson, community advisor
     + Columbus: Paulette Yarber, community advisor
     + Dayton: Emma Smales, new local representative
       - Approve membership – **action needed**

*All new membership approved.*

1. **Introductions**
   * Who am I? [live response]
   * Use chat to respond to this question: “what’s the most important action I’ve taken since the last meeting to advance HBAH 2.0?”
2. **Cross-Site Updates – Tameka**
   * HBAH Project Coordinator (see attached)
     + Contracts and Funding
       - Columbus Foundation Award

*HBAH has been awarded $50,000 from the Columbus Foundation.*

* + - Media and Outreach

*No new media stories.*

* + - Advocacy for 2.2 funding

*COHHIO met with Leeann Cornyn Governor’s office to gain support for the HBAH project. COHHIO contintues to reach out to media outlets. Barbara, Amy R. and Ashon, and Gina have met with the Medicaid Staff in the Senate. COHHIO met with Senator Steve Huffman in Dayton*

*Black Caucus Meeting Senator Cecil Thomas is writng a letter to Dewine about maternal and child health . COHHIO will be meeting with Dr. Vanderhoff on July 14th.*

* + - Program Launch
      * ODH Workplan
        1. Approve working draft – **action needed**

*Workplan Approved.*

* + - * Office hours
      * Staff training
    - Workgroup Updates
      * Program Design Workgroup (Intake through Exit) workgroup
        1. Phase alignment
        2. Recommended assessments
      * Communications workgroup
        1. HBAH Branding – **action needed**

*Website is NOT live yet. HBAH branding approved.*

* + - * Evaluation data collection-related workflows

1. **Research Updates – Amy** 
   * IRB update

*Submitted full IRB on June 14th . This process will approve the data collection and consent forms. Supposed to be notified within 48 hours. The person in change is currently on vacation. HPIO is keeping Alicia Leatherman in the loop.*

* Update on Data collection workflow for Screening Form, Eligibility Determination Form and Family Baseline Form

*HPIO is hosting workgroup meetings to work out data collection workflows.*

* + Training (CITI, HMIS, HPIO)

*HPIO will be hosting a training on forms and HIPAA and other privacy protections on August 12 – virtually.*

1. **Site Updates – Ashon/Rachael, Shaleeta/Vanessa, Lauren and Emma**
   * 2.1 sites: [MOUs, staffing, housing pool & payment processes]
     + Akron

*Akron is having meetings to digest trainings, to create workflows and getting contacts and other information together. Getting Angel, Ashley, and Vanessa settled into their roles. Housing Authority is working with SCDH to increase their vouchers up to 30!*

* + - Columbus

*Had their 4th housing flow meeting. There will be one more to iron out all 7 housing workflows. 12 Housing Choice Vouchers will be provided to Columbus. Searching for one more person to serve as a community advisor. Working on getting trainings in place. Having leadership meetings for contracts and MOUs. CelebrateOne has a finance person who will support getting their contracts through city council.*

* + 2.2 sites [Local team development]
    - Cincinnati

*Not able to join today. Barb and Tameka have been meeting Lauren who is doing great work pulling their Cincinnati team together.*

* + - Dayton

*Working on a proposal with CareSource.*

1. **Discussion & key pre-launch decisions – Tameka/Barbara**
   * Implementation Advisory Committee: launch July 2022
     + Confirm membership and discuss charter – **action needed**

*Charter to be modified and approved.*

* + Initial Fidelity Framework
    - Approve updated framework – **action needed**

*Q: Will this be a checklist or will this be verbal? A: this will be more than verbal, but final format is TBD. Document approved.*

* + Policy manual discussion and plans to prepare final document for CLC approval

*Policy manual is still being drafted. A copy will be placed into circulation by mid-July for approval.*

1. **Next steps - Barbara**
   * Local coordinators to complete detailed project timeline for local launch
   * Local coordinators to implement procedure workgroups: launch July
   * Local coordinators to plan local training
   * Fidelity review kick off to be scheduled by mid-July

*Coordinators need to have procedures and timelines for launch. These sound like they are well underway.*

*Plan a celebration when the IRB is approved.*