



Cumberland District Public Health Council
Executive Committee
August 22, 2011
1:00 p.m. — 3:00 p.m.
VNA Home Health & Hospice
50 Foden Road, South Portland

Present: Deb Deatrack, Colleen Hilton, Valerie Landry, Becca Matusovich, Julie Sullivan, Toho Soma, Meredith Tipton

Absent: Steve Fox, Lucie Rioux, Shane Gallagher

Topic	Discussion	Actions
Committee Updates:		
Advocacy	Nothing to report.	No action required.
Communications	See the Communications Workgroup’s activity below.	No action required.
Flu and Pneumo	See written update.	No action required.
Health Equity and Disparities	See written update.	No action required.
Healthy Cumberland	Nothing to report.	No action required.
Membership	The Membership Committee put forth Ashley Soule of Maine Medical Center to be nominated to be a voting member of the Council.	The nomination was seconded by Colleen Hilton and passed in favor 7-0. The final vote will take place at the September full Council meeting.

Topic	Discussion	Actions
Hanley Consultation Group	<p>Becca Matusovich led a discussion around piloting a “consultation group” in the Cumberland District for alumni of Hanley’s Health Leadership Development Program, to develop ways for Hanley alumni to get involved with Council projects. Hanley staff have offered to help host a reception in mid to late September for a small consultation group to develop recommendations about ways to engage Hanley alumni in the Council’s activities. Colleen Hilton also proposed having the Council present at the next Hanley Annual Meeting, as a way of helping statewide alumni understand the opportunities to get involved in their DCC.</p>	<p>Becca will follow up with the core group of those who have expressed interest in helping out with this activity.</p>
Public Health Preparedness Committee	<p>Becca Matusovich mentioned that Jim Budway is ready to convene the Public Health Preparedness Committee. His agency, the Cumberland County Emergency Management Agency, recently applied for federal funds for a Medical Reserve Corps. The Committee would help establish the Corps, whose mission may include roles related to Points of Dispensing, Strategic National Stockpile, seasonal flu clinics, alternate care sites, and regional sheltering.</p>	<p>No action required.</p>

Topic	Discussion	Actions
Budgetary Issues	Toho Soma presented the Council budget for the past two fiscal years (July to June). There is a shortfall in the current year that needs to be addressed soon, as well as the larger issue of fundraising and following up on pledges.	Colleen and Toho will draft a fundraising letter and will review the tiered membership form that was proposed before but never implemented.
SCC and DCC relationship	Julie Sullivan led a discussion about the relationship between the Statewide Coordinating Council and the District Coordinating Council.	Colleen will draft an invitation to Dr. Sheila Pinette to attend a future Council meeting.
Communications Dissemination Network	Becca Matusovich asked for help to complete the Communication Workgroup’s Dissemination Network spreadsheet and outreach plan. The Communications Workgroup has developed the concept of this “Dissemination Network” as a method of distributing coordinated communications strategies created by the workgroup to a comprehensive network of district public health partners who have the ability to help disseminate the communications	Feedback on the concept of the “dissemination network” as well as information to fill in gaps in the spreadsheet can be sent to Becca.
September Agenda	Changes to the September Full Council agenda were proposed.	Toho will communicate these changes to Shane.

Next Meeting: Full Council—September 16, 2011 10:00 a.m. — 12:00 p.m. at MaineHealth, 110 Free Street, Portland; Executive Committee—October 24, 2011 1:00 p.m. — 3:00 p.m. at VNA Home Health & Hospice, 50 Foden Road, South Portland.