



**Strategic Planning Committee Meeting
May 2, 2018**

MEMBERS PRESENT:

Pamela Godby, Human Resources Manager
Amy Tomlinson, Preparedness Program Director
Janae Tucker, LHN Specialist
Laura Woodrum, Clinical Nurse Administrator
Shawn Crabtree, Executive Director
Tracy Aaron, Health Education Director
Stuart Spillman, Environmental Health Director
Christine Weyman, Medical Director

MEMBERS ABSENT:

Leah Jasper, Director of Administrative Services

Meeting called to order at 9:05 A.M. by Shawn Crabtree, Executive Director.

Minutes and information from last meeting were reviewed. Motion to accept the minutes/information presented made by Tracy Aaron with a second from Christine Weyman.

The meeting started with a review of the LCDHD Strategic Plan 2013-2018 Conclusive Report. The concluding report from the last strategic plan had been emailed to all committee members for review. All suggested changes were made and the report was adopted by the committee. Motion to accept the report was made by Tracy Aaron with a second from Pam Godby.

Then we started looking at assignments (refer to last meeting minutes) that had been completed and submitted. There had been no standard template discussed yet so it was decided that underneath each

Priority there should be.....

- 1) A Goal: very broad statement of what you are trying to measure
- 2) An Objective: one or more, these should be Specific, Measurable, Achievable, Realistic, Time-bound
- 3) A Strategy: one or more action steps stating exactly how we will meet the objective
- 4) Measures: how the actual data and outcome will be measured (*there may be measures for objectives or strategies or both depending on the need*)

Discussion ensued upon sending a template out to the group and having them build on their goals for the next meeting, but they it was decided that this was something we needed to do as a group so that all programs and committee members were involved and enhance collaboration throughout the process. We would discuss all priorities in depth as a group and identify goals, objectives, strategies

and measures. All measures will be added to a performance management tracking tool for routine follow-up and the strategic plan will be reviewed and modified as needed on an annual basis. A description will be written for each priority area once that section is completed to wrap it up, to identify what we are wanting to achieve and how the goals tie together for that section of the plan.

Priority Area # 1 was discussed (see attachment).

Minutes will be emailed to committee members for review.

Next 3 meetings scheduled to continue to discuss each priority area and develop goals, strategies, measures, etc. Calendar invites were sent to the group.

1. Friday, May 11th, 2018 10 am – 12 pm
2. Monday, May 14th, 2018 9-11 am
3. Monday, June 11th, 2018 9-11 am

Meeting adjourned at 11:09 AM EST.

Priority Area #1: Improve Quality of Life

Goal 1.1: Provide more evidence based programs in the community

Objective 1.1.1: Within the Lake Cumberland District, community health coalition partners, including LCDHD, will adopt and implement at least three evidence-based strategies to address priority areas as identified in the CHA/CHIP by June 30, 2023.

Strategy 1.1.1.1: Provide community health coalition partners with literature search results for community identified priorities to choose from when selecting programs.

Strategy 1.1.1.2: Document which programs were adopted and when by community health coalition partners in CHIPs and performance management tracking tool

Objective Measure 1.1.1.A: Number of evidenced based programs adopted/implemented by community health coalition partners

Goal 1.2: Promote healthy lifestyles

Objective 1.2.1: Reduce tobacco related death and disease rates

Strategy 1.2.1.1: Increase adoption of smoke-free ordinances to more than 2 (current number)

Strategy Measure 1.2.1.1.A: Number of smoke-free ordinances

Strategy 1.2.1.2: Increase adoption of smoke-free schools, currently 9 schools are smoke-free

Strategy Measure 1.2.1.2A: Number of smoke-free schools

Objective Measure 1.2.1.A: Lung cancer incidence and death rates as listed in the health report card

Objective Measure 1.2.1.B: Adult and youth smoking rates as recorded in the CHAs