

CHART Meeting Agenda  
Thursday, December 17, 2009  
1:30-3:00 PM

- I. Introductions
  - A. New CHART Member
  - B. Congrats
  
- II. Community Action Plan (CAP)
  - A. Feedback Review
  - B. Call with NACDD
  
- III. SRG Training
  - A. Update
  
- IV. Slogan and Logo
  - A. Email Vote
  
- V. Website
  - A. Final Approval
  
- VI. Miscellaneous
  - A. SOPHE Membership
  - B. 20 Health Advances
  
- VII. Next Meeting- Discussion

ACHIEVE  
CHART Meeting  
December 17, 2009

**Present:**

Battiato, Matt	Lake County Job and Family Services
Bennett, Dick	Lake County YMCA
Blakeley, Mary Ann	Lakeland Community College
Boyd, Jason	Lake County Planning Commission
Condon, Mary Ellen	Lake County Family and Children First Council
Gill, Ken	Neighboring
Gills, James	Lake County Engineers' Office
Gilmer, Dave	Lake County Community Improvement Corporation
Horvath, Beth	Lake County YMCA
Katz, Brian	Willoughby Parks and Recreation
Kotapish, Dick	Lake County GIS
Lindstrom, Wayne	Crossroads
Luyster, Tori	Lake County General Health District
Madewell, Stephen	Lake Metroparks
Meyer, Jan (by phone)	Ohio Action for Healthy Kids
Minjares, Sharon	Lake Health
Perkins, Jennifer	Neighboring
Salkiewicz, Traci	Lake County Engineers Office
Schule, Richard	Steris Corporation
Troy, Dan	Lake County Commissioners
Ward, Denise	Painesville City Schools
Zeller, Cathy	Starting Point

Tori Luyster, ACHIEVE Coach, opened the meeting at 1:31 p.m.

**I. Introductions**

**A. New CHART Member**

Tori mentioned that Brian Bontempo has taken over for Linda Williams as Superintendent of Lake County Educational Service Center and has agreed to join the CHART. He plans to join this meeting or the next meeting.

**B. Congrats**

Tori asked the group to congratulate Steve Madewell as the new Director of Lake Metroparks.

**II. Community Action Plan (CAP):**

**A. Feedback Review**

The written feedback provided in an email from Ali Patty with NACDD was provided to the CHART for review in a hard copy format.

**B. Call with NACDD**

The call with NACDD began at 1:45 p.m. Jan Meyer, CHART member, joined the call from her office. Consultants, Ali Patty and Randy Kirkendall led the call. Tori read the

names of all CHART members present at the meeting. Ali asked Tori to provide any changes the CHART made to the CAP since the email was sent from her. Tori informed them that she and Beth Horvath had attended an evaluation training with ODH (Ohio Department of Health) and Strategic Research Group (SRG). It was suggested by ODH that Lake County consider scaling down the CAP and focus more on policy, environmental, and system change rather than projects and programs. Tori mentioned that this is the first time the CHART is being presented with the feedback from ODH and some discussion will need to take place after the call. The CHART may or may not decide to make changes. No changes have been made to date. NACDD suggested that the CHART write specific actions so that the outcomes become more specific. Ali mentioned that NACDD does not mind if the CHART keeps the programs and projects that are written in the CAP as long as they correlate to a policy, environment, or systems change. The focus of the ACHIEVE initiative is not about projects and programs; however, they can help create policy change. NACDD stated that they would provide technical assistance and support where Lake County needs it. At one point during the call, Ali made a statement that Stark County has decided to focus only on implementing worksite wellness policies after struggling to work through a detailed CAP similar to Lake County's. Steve Madewell mentioned that they are different from our county; they have a larger population and a larger county geographically. Steve said Lake County's CHART team has the capability to reach the entire county. The call ended at 2:30 p.m. The results of the discussion after the call proved that the CHART did not want to change the CAP, but rather continue to work across all sectors. Tori mentioned that the CHART needs to make sure they are writing more specific actions under each goal and that this should happen as sub action team meetings continue to meet and implementation of the CAP begins.

### **III. SRG Training**

#### **A. Update**

Tori stated that she and Beth attended the evaluation training at ODH (Ohio Department of Health) with SRG (Strategic Research Group) on December 7, 2009. She shared the outcome of the training (written above in IIB) including the statement made by Melissa Beers, PhD with SRG, that Lake County still needs technical assistance with implementation, rather than with evaluation at this point. She would be happy to help with evaluation when ready.

### **IV. Slogan and Logo**

#### **A. Email Vote**

Tori passed around hard copies of the logo and slogan ideas for those who did not vote by email already. She asked that anyone who still needs to vote provide that to her before they leave the meeting. She mentioned that one logo is well ahead of the others. She asked permission from the CHART to go ahead and approve the logo if it remained the top vote. The CHART agreed that this would be fine. Tori will put out an email with the winning logo.

### **V. Website**

#### **A. Final Approval**

The CHART approved the website for use. Dick Kotapish passed around hard copies of a map titled, Lake County Ohio Recreational Opportunities, and mentioned that this map, as well as other items will be added to the website over time with the intention of making it more local.

## **VI. Miscellaneous**

### **A. SOPHE Membership**

Tori reminded the CHART that she put out an email that specified she was added to the distribution list for national SOPHE on behalf of the CHART. She will distribute all materials upon receipt to the CHART.

### **B. 20 Health Advances**

Tori reminded the CHART of the email sent from her about the 20 Health Advances in America. This shows that we are on a path to success in fighting chronic disease.

### **C. Tracking Progress**

Tori asked for any suggestions on how to track the progress of the CAP in each sub action team. Steve Madewell suggested that Tori meet with a Steering Committee comprised of one person from each sub action team and have each person report their sub action team's progress. It was decided that the sub action teams will meet on the "off" months of the CHART meetings. Sub action teams should meet within the first 3 weeks of their scheduled months (January, March, May, July, September, and November) and should be coordinated by the Chair of the team. The Steering Committee will meet the fourth week of these listed months and will be coordinated by Tori. Tori asked that each Chair put out an email to their sub action team asking if any individual is interested in joining the Steering Committee. Tori asked that the Chair email her within a week with the name of the individual who will represent their sub action team on the Steering Committee.

## **VII. Next Meeting- Discussion**

After discussion about how to report each sub action team's progress, it was decided that the CHART team will meet every other month in 2010 on the first Thursday of the month beginning in February. The overall CHART meetings in 2010 will be on the following dates; February 4, April 1, June 3, August 5, October 7, and December 2. The time will remain the same, 1:30 to 3:00 p.m.

\*The next overall CHART meeting will be on February 4, 2010 from 1:30 to 3:00 p.m.\*

Respectfully Submitted,  
Tori Luyster