

EXECUTIVE COMMITTEE ATTENDANCE

Partner		Primary member	
City of Burlington	X	Brian Lowe	<i>Chief of Staff</i>
City of Burlington Police Department	X	Brandon del Pozo	<i>Chief of Police</i>
Howard Center	<input type="checkbox"/>	Bob Bick	<i>Executive Director</i>
United Way, NW VT	X	Martha Maksym	<i>Executive Director</i>
UVM Medical Center	X	Eileen Whalen	<i>President & Chief Operating Officer</i>
VT Department of Health	X	Harry Chen	<i>Commissioner</i>
CCRPC	X	Charlie Baker	<i>Executive Director</i>
UVM Medical Center	<input type="checkbox"/>	Stephen Leffler	<i>Chief Medical Officer</i>
CCOA	X	Sam Francis-Fath	<i>Data Manager</i>

MEETING NOTES

Topic	Discussion	Time	Notes/Action Steps
Vision Statement 2.0	<ul style="list-style-type: none"> See separate document of different versions- next steps 	5 mins	<ul style="list-style-type: none"> The mission/aim is not aspirational. We need something more visionary. Cathy will work with Martha to edit and will share at the next Steering Committee meeting in Dec.
Budget Update	<ul style="list-style-type: none"> SIM- applying for a no-cost extension UVMHC and Stiller Family- \$ to roll over Grants- GE \$25K & Delta Dental \$150K- 3 years \$ available for Action Teams- grant application How do we secure other funds to replace SIM? 	10 mins	<p>Cathy:</p> <ul style="list-style-type: none"> Apply for no-cost extension for SIM Grant Apply for Green Mountain Transformation Fund- due Friday by 5pm, contact Sarah Barry-OneCare Discussion: where does the dental grant fit under-what Action Team, need to determine % of the grant to spend on dental Ask Forest to have budget report ready for Dec 8th meeting

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6-month CCOA Plan	<ul style="list-style-type: none"> Action Team's work and what is rising to the top Community Engagement- what, how and why? Do we have the appetite? 	15 mins	<ul style="list-style-type: none"> Cathy to share the Triage Task Force update from Jeffords Institute Cathy to continue conversation with Jason Williams on community/marketing- public information sharing- piecemeal updates- what have we accomplished- positives to help get docs on board, inductions, Howard- public information sharing, celebrate grants- press releases, communication- Mayor's office, newsletters Action teams -prioritizing- what has been getting done, what still needs to get done
Treatment Data and Discussion	<ul style="list-style-type: none"> Sam- present data on what we know about the waitlist, what we don't know, current efforts** Next steps- Data sharing agreements with partners; assign a group to work on this 	20 mins	<ul style="list-style-type: none"> MOU's- City Attorney-Jackie- to develop these MOU's Private addiction facility- group of people that are not being tracked Sam has been working with partners to get to understand what data we have, what is not available and how to gain access true source of data- be more efficient, sharing more easily

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Stg Committee Agenda	<ul style="list-style-type: none"> • What do we want to discuss when we meet on Dec 8th- <u>Agenda ideas</u>: <ul style="list-style-type: none"> ✓ Budget Update ✓ How to make decisions? ✓ Action Team Reports- decisions to be made ✓ Asset Mapping ✓ Treatment/Waitlist Status ✓ Are our meetings open to the public? 	10 mins	Ideas for Dec 8 th Stg Committee Agenda: <ul style="list-style-type: none"> • Action team Report- holes, asks- what do you need- \$, leverage, actions- what are the 5 questions- right people, mission/vision, what are your priorities- what want to do in next 6 months and what need to do that • Budget report • Vision revised statement • Data report- monthly stats • Communications campaign plan
Wrap-up, Key Action Steps	<ul style="list-style-type: none"> • Our Next meeting date • Action Steps 	5 mins	Another date was not set

**Brian's comments: Could we bring forward some of the challenges identified by the action teams for consideration/decision, perhaps alongside the other work? (i.e., what do we need to clarify who is on the waitlist and how the situation has evolved since a new spoke was opened? Another item could be what data is missing that, for example, the prevention team or the CommunityStat team would benefit from? Do we have a shared sense of how we are prioritizing our efforts? What data-sharing agreements exist already and will we need looking to the future, and should we assign a group to flesh that out – as that could take time and we don't want to begin that process months from now?