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**Statewide Coordinating Council for Public Health Draft
Meeting Minutes of September 19, 2024
Held Virtually on Zoom
9:00am – 11:00am**

Attendees:

Seat	Roll Call	Name	Organization	Representing
1	X	Betsy Kelly	Southern Maine Health Care	York District
2		Courtney Kennedy	Good Shepherd Food Bank	Cumberland District
3	X	Corrie Brown	Healthy Androscoggin	Western District
4	X	Chris Lyman	Mid Coast Hospital	MidCoast District
5	X	Denise Delorie	Mid Maine Substance Use Prevention	Central District
6	X	Matt Donahue	United Way	Penquis District
7	X	Maria Donahue	Healthy Acadia	Downeast District
8	X	Sue Bouchard	Fish River Rural Health	Aroostook District
9	X	James Markiewicz	Maine CDC	State Government
10		Vacant		DHHS
11	X	Emily Poland	Maine Department of Education	Department of Education
12		Vacant	Department of Environmental Protection	DEP
13		Dalit Gulak	Waynflete School	Essential Public Health Services
14		Heather Drake	SCHNA	Essential Public Health Services
15		Vacant	University of Maine	Essential Public Health Services
16	X	Susan Kring	Maine Medical Association	Essential Public Health Services
17		Becky Bell	In Her Presence	Essential Public Health Services
18		Vacant		Essential Public Health Services
19	X	Sue Mackey-Andrews	Helping Hands with Heart	Essential Public Health Services
20	X	Joanne LeBrun	Tri County EMS	Essential Public Health Services
21		Vacant		Essential Public Health Services
22	X	Leona Alvarado	Tribal Liaison	Tribal District
23		Bethany Sanborn	Maine Health	Essential Public Health Services

Attending Members: 13 ; Attending by Phone 0; Zoom: 13 ; Planned Absent: 0; Absent: 5 ; Vacant Seat: 5; Abstaining: 0, Total Council Makeup: 18

Total Voting Members Attending: 13 out of 18 =72%. Simple majority is defined as quorum.
Quorum Achieved

Interested Parties and Stakeholders:

Adam Hartwig	Maine CDC
Al May	Maine CDC
Allison Harvell	Maine CDC
Andrew Finch	Maine CDC
Blair Tinkham	Maine CDC
Connor Galardo	Maine CDC
Dr. Puthiery Va	Maine CDC
Emilee Caradonna	Maine CDC
Jennifer Jamison	Maine CDC
Julia Rand	Health Living for ME
Kawther Mohamed	Maine CDC
Kristine Jenkins	Maine CDC
Lauren Gauthier	Maine CDC
Lindsey O'Hara	Maine CDC
Lyrice Stelle	MPHA
Meghan Richards	Maine CDC
Nancy Birkhimer	Maine CDC
Sheila Krouse	Maine CDC
Stacy Boucher	Maine CDC

Meeting Minutes

MEETING NOTES		
Agenda:	Discussion:	Actions/Resources:
Welcome James Markiewicz	Welcomed participants and shared an overview of the meeting.	
Council Business James Markiewicz	Minutes of June meeting <ul style="list-style-type: none"> • Motion made and seconded to update two items addressed on the June meeting minutes and approved upon editing. Vote on Bylaws <ul style="list-style-type: none"> • Vote went out to the members virtually. Bylaws were approved with 14 yes votes and 4 abstained Membership Update <ul style="list-style-type: none"> • Emilee presented details of membership term dates, next steps, and vacancies. 	June meeting minutes will be updated with the proposed changes of omitting an incomplete sentence and updating the SHIP to December 2024. If you know of someone who may be interested in joining the SCC, please email James or Sheila. James.markiewicz@maine.gov Sheila.krouse@maine.gov

<p>State Public Health System Assessment (SPHSA): 2025</p> <p>Al May</p>	<p>Al shared a presentation regarding the SPHSA – providing a background on previous MeCDC assessments, an overview of the tool used, and the plan to do the assessment in 2025.</p> <p>Question asked - What were we able to do since the last assessment that was identified as needing improvement?</p> <ul style="list-style-type: none"> • CDC is taking steps with the strategic plan. This is a brief expectation of what the committee needs to do – meeting potentially in October 	
<p>Maine CDC Program Overview: Strategic Plan</p> <p>Al May</p>	<p>Al, James and Dr. Va shared details on the MeCDC strategic plan. These slides highlight of the plan for the future.</p> <p>The strategic plan is one of many documents used, along with SHIP, to move the department forward. Plan is for 2023-2028 timeframe.</p>	<p>SHIP: Reminder that the launch is coming up and that post launch, we will be developing action plans for 2025.</p>
<p>SCC Planning</p>	<p>Call for Chair and Vice Chair:</p> <ul style="list-style-type: none"> • Consider those at the table today who you may want to see as a Chair or Vice Chair. • A sign-up tool will be provided before the December meeting to submit nominations • Members discussed that Maine CDC staff cannot hold officer positions as per the bylaws • Members discussed potential conflicts of interest <p>Membership Committee:</p> <ul style="list-style-type: none"> • With the Chair and Vice Chair, two additional SCC members may sit on the membership committee. <p>Members talked about the future of the SCC and its committees moving forward.</p>	<p>If you or someone you know on the SCC is interested in Chair, Vice Chair, or sitting on the Membership Committee, please contact James or submit your nomination using the sign-up tool to come.</p>
<p>Meeting Adjourn:</p>	<p>11:00</p>	<p>Next meeting Thursday, December 12, 2024</p>

The Statewide Coordinating Council for Public Health, established under Title 5, section 12004-G, subsection 14-G, is a representative statewide body of public health stakeholders for collaborative public health planning and coordination