

**The MetroHealth System**  
**Board of Trustees**  
**Community Engagement Committee**  
**June 28, 2017**

Present Committee Members: Maureen Dee, Thomas McDonald, Rev. Tony Minor, Vanessa Whiting

Other Trustees: John Moss, J.B. Silvers, Charles Spain, Jr.

Advisory Committee Members: Dr. Nathan Beachy, Dr. Shanail Berry, Linda Bluso, Dr. Nabil Chehade, Fran Dacek, Duane Deskins, Michelle Kirkwood-Hughes, Karen Mintzer

Staff: Elizabeth Allen, Dr. Akram Boutros, Michael Phillips, Jane Platten

Guest: Karen Cook, Manager, Community Health Advocacy

The meeting was called to order by Rev. Minor at 12:10 p.m.

(The minutes are written in a format conforming to the printed meeting agenda for the convenience of correlation, recognizing that some of the items were discussed out of sequence.)

I. Approval of Minutes – March 22, 2017

The minutes of the March 22, 2017 Community Engagement Committee meeting were approved as presented.

II. Information Items

1. Introduction of New Advisory Members

Rev. Minor welcomed the new advisory committee members and asked the committee members and staff present to introduce themselves.

2. Discussion of Committee's Governance, Key Duties and Responsibilities

Rev. Minor stated the purpose of Community Engagement Committee is to influence the footprint of MetroHealth with the goal of improving the health and well-being of this region.

Mike Phillips informed the Committee that The MetroHealth System (MHS) is a county hospital, but is not a component of the County. MHS is a separate legal entity that is

governed by Chapter 339 of the Ohio Revised Code. The County Executive and County Council appoint the MHS Board of Trustee members. The Trustees control the operations and activities of MHS. MHS Committees make recommendations and conduct oversight activities, but the Committees cannot bind MHS to any agreements. This authority lies within the full Board. Advisory members were encouraged to express their opinions but are, by law, prohibited from voting.

Mr. Phillips continued by reviewing the roles and responsibilities of the advisory committee members. A document outlining the roles and responsibilities was distributed to the members. Mr. Phillips stressed the importance of not disclosing confidential matters or trade secrets that may be discussed at meetings. Members were also asked to disclose any conflicts of interest that may exist. These should be brought to the attention of the Committee chair.

### 3. Discussion of Community Health Needs Assessment Proposals

Karen Cook, MetroHealth's manager of community health advocacy, provided an overview of Community Health Needs Assessments (CHNA). The purpose of a CHNA is to:

- Identify key problems and assets in a community
- Help determine priorities and guide investments
- Align a hospital's community health efforts
- Provide focus for greater impact

Ms. Cook reviewed proposals from the three companies that have been selected for consideration. These included:

- Ascendient Healthcare
- Center for Community Solutions
- Center for Health Affairs

The Committee conducted a robust discussion regarding the CHNA and the proposals. Members expressed a desire to obtain reliable data void of politics and both a local and national perspective. Recommendations and feedback from this Committee will be incorporated into the selection process for the preferred candidate. The secondary data analysis and the gap analysis would be complete within 60 days and presented at the Committee's September 27 meeting. Additional hospital data, if required, would be available in another 60 days. The Committee discussed the ability of the three firms being considered to interpret the data on a strategic level and provide recommendations on how we can address the needs of our community. Ms. Cook assured the committee members that all three firms can provide this level of expertise. She also stated we could augment data from the CHNA with our own focus groups. Dr. Boutros suggested that Dr. David Kaelber, Chief Medical Informatics Officer, be included in discussions regarding obtaining hospital data for the CHNA.

When complete, the community health needs assessment will be published and available on the MHS website.

III. Non-Consent Action Items - None

IV. Consent Items

1. Recommendation of the Board of Trustees of The MetroHealth System for the approval of the modification of the Community Engagement charter.

The Committee approved the recommendation for full Board action.

There being no further business, the meeting adjourned at 1:25 pm.

Respectfully submitted,

Elizabeth Heller Allen  
Senior Vice President, External Affairs