

CHILD HEALTH ADVISORY COMMITTEE

MEETING MINUTES

November 10, 2005

Attendees: Committee Members
Marilou Brodie, Sue Chambers, Debbie Stewart (sitting in for Charlotte Davis), Don Johnson, (sitting in for Kathy McFetridge), Suzanne McCarthy, Jan Ritcher, Rosemary Rodibaugh, Rhonda Sanders

Staff
Mary Gaither, Ann Thompson

Absentees: Bobbie Davis, Charlotte Davis, Blair Dean, Jennifer Dillaha, James Fasules, Kathy McFetridge, Steve Strobe

Next Meeting: January 12, 2005
Room 906, Freeway Medical Building
5800 W. 10th St., Little Rock

Chair Rhonda Sanders called the meeting to order. Minutes of the October 13, 2005 meeting were approved.

Updates involving the Best Practices Funding Grant Application and the School Health Positions Taskforce were discussed. Rhonda Sanders stated that she was impressed with the discussions such as how dollars will be used, discussion of issues such as administrative changes, staff changes, how nurses are now functioning, and the issues that surround it. She stated that this was an excellent first step in getting some things together and opportunities to move forward with Coordinated School Health, Obesity and Nutrition issues, Physical Activity issues, and Tobacco Prevention issues, which all fall under the umbrella of Coordinated School of Health.

Rhonda elaborated on the following recommendations that came out of the discussion:

- The funding, supervision and direction of work for both The State school Nurse Coordinator position set aside in the Tobacco Settlement and the ACT 1220 Project Coordinator for DOE set aside in ACT 1220 should be given to the Department of Education to move forward with filling these two positions.
- An organization chart should be presented that adequately reflects the lines of authority and interface between the Center for Health Advancement, the Center for Local Public Health and the Department of Education.
- An agreement should be in place with the Department of Education and the Division of Health that reflects the school based role of the State School

Nurse Consultant, the Community Health Nurse Specialist, the Community Health Promotion Specialists, the Regional Community Health Nurse Specialists and other coordinated school health positions.

Rhonda asked for discussion from the committee on what needed to happen. A suggestion was made to request an organizational chart, which would give the committee directions as to where the contractor memorandums of understanding are going by the next meeting, since positions need to be filled.

A motion was approved to report on recommendations completed at the next meeting on the progress made for the organizational chart and the subcontract or agreement.

Mary Gaither announced staff member Ann Thompson's resignation effective December 31st, 2005, and introduced her replacement, Pamela Henry.

A motion was approved to add a representative from Coordinated School Health and the Division of Health to the Key Resource Group

Rhonda Sanders announced Mary Gaithers retirement effective December 31, 2005.

The Physical Activity and Nutrition Subcommittees agreed to work on appropriate issues at the next meeting. Andi Ridgeway did not have an HHI report.

Suzanne McCarthy gave the BMI Report. There were several questions from the Community Health Nurse Specialists and Community Health Promotion Specialists regarding contract percentage and revenue. Suzanne McCarthy asked that any additional comments be emailed to her by close of business on Friday, November 18th.

In reference to the Toolkit Revision, Rhonda Sanders asked if a Marketing Committee would be helpful in promoting the Toolkit. The Committee agreed at the October 13th meeting for the Nutrition and Physical Activity Subcommittees to put together a Marketing committee to develop ways to help the local physical/nutrition committees get their jobs done. A Data Committee was considered for evaluation.

Martha Phillips was on the Agenda to report on evaluation, but due to other circumstances was unable to give a report at this time. The committee agreed for Subcommittees to divide up at the next meeting to work on recommendations or clarifications needed, such as additional appointments and selection of chairs and co-chairs.

A motion was approved to cancel the December 8, 2005 meeting.

The meeting was adjourned at approximately 1:45 p.m.