

**MAPP Subcommittee – Meeting Minutes
Community Themes and Strengths**

**October 27, 2010
Rowland Conference Center**

Members Present: Marlene Blum, *Chair*

- Glen Barbour • Frank Blechman • Karla Bruce • Briana Gardner • Judy Helein
- Tania Hossain • Noel Kaplan • Leslie Kronz • Patricia Moreno (Teleconference) • Andrea Lomrantz
- Chris Stevens • Patricia Moreno • Martin Taylor

Staff: • Marie Custode • Amanda Turowski

Agenda Item	Discussion Highlights (decisions / recommendations)	Assignments	Responsible Person (s)	Due Date
<u>Welcome & Introductions</u>	<ul style="list-style-type: none"> • Minutes were reviewed, if any corrections or additions, let Amanda know (Amanda.Turowski@fairfaxcounty.gov). 			
<u>Objectives</u>	<ul style="list-style-type: none"> • To discuss survey launch, focus groups and PhotoVoice. 			
<u>Community Health Survey</u> Communication	<ul style="list-style-type: none"> • The Community Health Survey was put online on October 15, 2010, and was distributed to all the coalition members and the list of organizations the CTS group formulated early in the year. • Thus far the Survey link has been distributed to over 200 organizations. • Individuals who filled out the ‘Commitment Ballot’ at the Coalition meeting in September have also been contacted and have been distributing the survey to respective organizations. • The Survey has also been published by: The Office of Public Affairs, Home Owners Associations around Fairfax, PATCHES, Newslink, Newswire, Fairfax County Public Schools – and was sent out to both teachers and student’s family members electronically. • A link to the survey has also been published on the Fairfax County homepage, Facebook, and a Press release was sent out. • There have been over 2,100 responses to the online survey in less than 			

	<p>two weeks.</p> <ul style="list-style-type: none"> • There have been surveys submitted in foreign languages. • This push has been great advertisement for the Partnership for Healthier Fairfax; the advertisement has sparked interest from both individuals and organizations looking to participation. • Groups that have already been reached that were on the targeted matrix include: <ul style="list-style-type: none"> - Faith Communities & Clergy Leadership (Sandy Chisholm). - Federation of Citizens Association & Asian Community (Tania Hossain). - Psychosocial Rehabilitation (Judy Helein). - Anthem Healthkeepers (Patricia Moreno). - PATCH, Reston/Herndon/Vienna, (Martin Taylor). • There is still a need to reach targeted groups using both the survey and other methods such as focus groups and photovoice. 			
<p><u>Focus Groups</u></p>	<ul style="list-style-type: none"> • Dallice and Health Dept. staff created a Facilitator’s Guide and Focus Group Summary to be used for facilitating focus groups. • The guide was successfully piloted at a CHCN clinic by Marie Custode and Chris Stevens. • The facilitator guide was written as simply as possible and provides guidelines that follow the best practice standard for focus groups. • The questions for the focus groups were based on the three questions from the survey and are meant to be used as guidance for discussion, with an emphasis on the community’s strengths and weaknesses. • The focus groups should run approximately 30 -45 minutes with anywhere from 5-18 people, with a goal of no more than 12 participants. • Roles should be discussed at the beginning of the focus group and rules for the group should be established (ex. confidentiality), facilitators should mention to the group that they are able to take they survey if they wish. • Focus groups should aim to gather reasons behind participant’s responses to the questions in a round robin fashion, focusing approximately 10 minutes on each question. • Facilitators should indicate that the participants are not limited to the choices on the paper and may elaborate or share more information. 			

	<ul style="list-style-type: none"> • The focus group results will not be entered in as a survey; the information/data gathered will be kept separate and will be reported in another method. • Questions about a lack of instructions for the recorder were brought up and the group decided that there should be an addition to the guide which includes a section explaining the role and responsibility for the recorder. • In addition to the Facilitators Guide there is a Summary page. This was created to transcribe the notes from the groups in an organized and linear fashion so that the results can be consolidated. • The Summary page includes group characteristics based on observations or knowledge (they are not to be directly asked) and other relevant group information. • The group suggested that an observations section be added to the Summary to allow for group dynamics and any other relevant information. • Focus groups should be completed by November 24, 2010, and data should be turned in by November 30, 2010. • Reviewing the minutes from August 24, 2010, the committee looked at what groups further needed to be targeted. • The group emphasized using personal relationships to reach organizations and individuals who may be able to help/participate. • The group reviewed the Matrix and found that the following groups needed to be further targeted: <ul style="list-style-type: none"> -People with sensory, physical, and intellectual disabilities -Youth. -Health Care Safety Net Users. -Limited English Proficiency (LEP). Dallice may be able to provide links with her interpreters, the health Department outreach workers may also be a valuable tool. Marie will reach out to the Multi Cultural Advisory committee to see if members are able to facilitate focus groups within their various communities. -Emergency Department Users was eliminated as the group previously established that this topic was representative of everyone and that the information would be difficult to gather and would not be valuable 	<p>-SPARK, Physical Disabilities Services Board, Therapeutic Recreation Services Contact Matt Barley</p> <p>-Youth</p>	<p>-Karla Bruce</p> <p>- Karla Bruce</p>	<p>11/24</p> <p>11/24</p>
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	<p>-Homeless/transitional – Volunteers of America have already been contacted and should have their data gathered by Friday (October 29, 2010).</p> <p>-Day care providers</p> <p>-Other groups</p> <p>-Racial Groups/ African Americans</p> <p>-Geography (as surveys come in it will become clear if there are certain geographic areas which need to be targeted)</p> <p>-Young Adults</p> <p>-HIV/AIDS</p> <ul style="list-style-type: none"> • A reminder will be sent as a push to fill out the survey before the due date, as a final push. • After reviewing the minutes the group recognized that they had not included a link on the MAPP website in regard to the Community Meetings, but that it was too late for that push as the dates they had previously set for this type of community interaction were from October 15 – November 1. 	<p>-ARK –Free clinic</p> <p>-Health Care Safety Net Users</p> <p>-Youth</p> <p>-LEP</p> <p>-LEP (Multi cultural Advisory Committee)(BOA T PEOPLE SOS)</p> <p>-LEP (Fairfax County Public Schools communication and community outreach) Baileys, Springfield, Route one, Caulfield(?)</p> <p>-Homeless /transitional – FACETS</p> <p>-Homeless health care outreach</p> <p>-Homeless through Reston Interfaith</p> <p>-Homeless through housing</p>	<p>- Nancy</p> <p>-Chris Stevens</p> <p>-Karla Bruce</p> <p>-Dallice Joyner (interpreters)</p> <p>-Marie Custode</p> <p>-Patricia Moreno</p> <p>-Amanda Andre</p> <p>-Chris Stevens</p> <p>-Martin Taylor</p> <p>-Karla Bruce</p>	<p>11/24</p>
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		related nonprofits	-Greg White	
		-Homeless through Homestretch		11/24
		-Daycare providers – Office for Children	-Martin Taylor (will contact Jennifer)/ Patricia Moreno (will contact Ann Marie)	11/24
		-‘Other groups’ Substance Abuse	-Chris Stevens (will contact Mary Kudless)	11/24
			-Karla Bruce	
		-African Americans via. Community Centers, National Council of Negro Women, Northern Virginia Council for Prevention of AIDS		11/24
		-African Americans – NAACP, Urban League (Urban League Young Professionals)	-Lavern Chatman	11/24
		-Contact BOS to ensure	- Martin Taylor	

		<p>information is present in their newsletter</p> <p>-Northern Virginia Community College (via Wanda Dooley) . George Mason via PJ Maddox, Urban League young professionals (via Lavern)</p> <p>- HIV/AIDS - INOVA Juniper, NOVAM Carole Jameson</p> <p>-HIV/AIDS – HIV Nurses @ Health Dept. & Sandy Chisholm.</p>	<p>-Marie Custode will check with P.J. Maddox</p> <p>- Leslie Kronz</p>	<p>10/29</p> <p>11/24</p> <p>11/24</p> <p>11/24</p>
<u>PhotoVoice</u>	<ul style="list-style-type: none"> • Friday October 28, 2010, a representative from the George Mason Center for Social Science will be offering a one-hour training on how to implement photovoice from 12:30 – 1:30 p.m. • Others are invited to attend in order to learn how to facilitate their own photovoice. • While the contact Kim Dockery provided for the Fairfax County middle school did not pan out, Karla Bruce was able to work with a high school photography teacher and is checking on the feasibility of conducting a photovoice with another group. • The photovoice will be established around the three basic questions from the survey and will involve children at NCS's 	-Girls Scouts	-Chris Stevens	10/29

	<p>community centers going into their communities and taking photographs.</p> <ul style="list-style-type: none"> • The photographs will then be used in a focus group lead by members of the Teen Centers. • The goal of the photovoice is to gain meaningful participation from youth. • The cost of the photovoice will be absorbed by the Teen Centers and worked into a part of their program. • The Photos will be used as props in the upcoming MAPP meeting when the subcommittee reports out. • The photos will also be incorporated into the committee's final report and will be available online. 			
<p><u>Next steps</u></p>	<ul style="list-style-type: none"> • November 17, 2010 meeting will be from 7pm-9pm in Conference Room 3. • December meeting will need to be three hours long and is scheduled from 6 pm until 9 pm on December 15, 2010, in the Rowland Conference Center. The meeting will be over dinner and may be sponsored by the Health Dept. if not the group may collect funds to provide dinner. • The subcommittee is slated to report out its findings at the January 18, 2011 MAPP Coalition meeting. • The subcommittee will add a meeting prior to its report out in January. The meeting is scheduled for January 5, 2011 (with the 12th as a snow day). 			