

Embrace-CT InCK Needs Assessment Design Group

Meeting Name	Embrace-CT InCK Needs Assessment Design Group	Meeting Date and Time	Friday, 05/14/2021 08:30a-10:00am
Meeting Purpose	Develop needs screener and administration process for CT-InCK	Meeting Time	Join the WebEx call: https://cliffordbeers.webex.com/cliffordbeers/j.php?MTID=m15de80d86a050f14da3c551bd41db769

Attendees					
	Name	Role, organization		Name	Role, organization
	Dr. Megan Smith	Co-Facilitator, Connecticut Health Association		Mikaela Honhongva	Co-Facilitator, Clifford Beers
	Alice Corrigan	CHO, Clifford Beers		Leslie Brown	CHO, Clifford Beers
	Ken Okwuosa	CHO, Clifford Beers		Erica Garcia-Young	Member, DSS
	Dashni Sathasivam	Member, Health Equity Solutions		Robert Plant	Member, Beacon Health Options
	Kendra Carr	Member, Beacon Health Options		Smruti Vartak	Member, Beacon Health Options
	Bernadette DAlmeida	Member, Community Health Network		Tressa Spears	Member, Community Health Network
	Lauren Kelley	Member, Project Access-New Haven		Hannah Croasmun	Member, Christian Community Action
	Bethany Zorba	Member, Department of Children and Families		Yvette Cortez	Member, Department of Children and Families

Reminders/Definitions

1. Group Agreements:
 - a. Respectful participation
 - b. Speak truth!
 - c. Listen to understand
 - d. Agree to disagree
 - e. Expect discomfort/growing edge
2. **Health Equity working definition:** Everyone has a fair and just opportunity to obtain their optimal health regardless of race status. (Health Equity Solutions)
3. **Housing Stability working definition:** Stable Housing means households have a choice over when and under what circumstances housing needs. Households are able to afford monthly housing payments without it taking up a significant portion of their income.
4. **Food Security working definition:** Food insecurity is defined as a lack of consistent access to enough food for every person in a household for a situation for a household or can last a long time. Food insecurity is one way we can measure how many people cannot afford to eat.

Agenda Topic	Key Discussion Points / Decisions	Notes
1. Updates from Kickoff (10m)	<ul style="list-style-type: none"> a. Welcome new members b. Review group agreements and definition of health equity (see above) 	
2. Common language (5m)	<ul style="list-style-type: none"> a. Discuss important key terms, eg “assessment” vs “screeener” 	
3. Best Practices and Critical Success Factors (20m)	<ul style="list-style-type: none"> a. What are key factors in creating a screening tool for families? E.g. length of survey, who administers it, follow-up b. What are common pitfalls with screening tools/processes that are unique to New Haven? To this population? c. What questions should we ask when evaluating questions? 	
4. Demographics (10m)	<ul style="list-style-type: none"> a. Review and recommend 	
5. Housing Stability (15m)	<ul style="list-style-type: none"> a. Review and recommend 	
6. Food Security (15m)	<ul style="list-style-type: none"> a. Review and recommend 	
7. Substance abuse (15m)	<ul style="list-style-type: none"> a. Review and recommend 	

Action Item(s):	Person Responsible	Date Due
1.		
2.		
3.		
4.		
5.		