



Maternal and Child Health Action Team Meeting Minutes
Pre-meeting call: Friday, December 11, 2015
2:00 – 2:30 PM

Present: Amanda Bennett, Jessica Gerdes, Janine Hill, Grace Hong Duffin, Miriam Link-Mullison, Andrea Palmer, Anita Stewart

UIC MidAmerica Center for Public Health Practice (MCPHP) Staff: Jen McGowan, Geneva Porter

Agenda Item	Discussion/Updates	Action Items/Decisions Made	Responsibility/Deadline
Welcome and Roll Call		Attendees identified themselves as their names were called.	
Confirmation of Meeting Purpose and Preparation for 12/14 Planning Council Meeting	<ul style="list-style-type: none"> ▪ Provide brief overview of Healthy Illinois 2021 ▪ Present roles and responsibilities of Action Team members and co-chairs for discussion ▪ Discuss proposed ground rules to guide the team’s work ▪ Nominate Co-Chairs of the Maternal and Child Health Action Team 		
Discussion	<ul style="list-style-type: none"> ▪ Jen provided a brief overview of Healthy Illinois 2021, which includes the State Health Assessment (SHA), State Health Improvement Plan (SHIP) and the State Innovation Model (SIM) which all collectively is the Healthy Illinois 2021 Initiative. ▪ Geneva reviewed the Action Team member roles and responsibilities and proposed ground rules. ▪ Clarification was made that others can be invited to join the group and that questions/contact information can be sent to HealthyCommunitiesIL@uic.edu. ▪ A state agency employee will share the Co-Chair role with a non-state employee leader within maternal and child health. Andrea Palmer, Maternal, Child and Family Services Division Chief at IDPH will serve in the state agency role. ▪ Anita Stewart expressed a willingness to serve in the non-state employee Co-Chair role. 	<p>MCPHP will send members a Box link to where materials, resources and relevant documents will be posted.</p> <p>MCPHP will forward Dr. Stewart’s name to IDPH/Governor’s Office for consideration.</p>	Members will review proposed ground rules and suggest any revisions/additions during next meeting.
Next Steps	<ul style="list-style-type: none"> ▪ MCPHP will inform group of the Co-Chair appointment. ▪ Members of Action Team will receive an email with materials and information for the 12/14 call and are encouraged to contact MCPHP staff with any questions. 		
Adjournment	<ul style="list-style-type: none"> ▪ Meeting adjourned at 2:30 PM. 		