

**Partnership for a Healthy Durham
Communications Committee**

**June 2, 2020 @ 9:00am – Zoom/Virtual
MINUTES**

Facilitator: Amanda Snyderman

Communications: The purpose of the committee is to improve the Partnership’s external communications, internal communications and branding.

Meeting Outcomes:

- Partnership Updates to guide discussions (Review past work and discuss conversations from the steering committee)
- Determine virtual meeting processes during pandemic and next steps

Present: Amanda Snyderman, Debra Duncan, AJ Ekundayo, Heather Mountz, Armenous Dobson, Lara Khalil, Marissa Mortiboy, Danielle Doughman		
Project/Topic/Goal	Major Discussion Points	Recommendations & Action Steps
Introductions & Icebreaker <i>Amanda & Jacob</i>	Check in with how you’re doing or tell us what brings you hope right now.	
Review & Approve May Meeting Minutes <i>Amanda</i>	There were no changes to the minutes.	
Updates <i>Amanda</i> 1. <i>What were we doing pre-pandemic</i> 2. Steering committee conversation update 3. Committee Elections	It is time for committee co-chair nominations. The link for Communications nominations is https://www.surveymonkey.com/r/2020CommunicationsNomination . Amanda Snyderman encouraged everyone to submit names for nomination or nominate themselves. Amanda shared how she has enjoyed working with the group and participate in the Steering committee as Communications co-chair. Being part of the Steering committee has given Amanda the chance to help drive the work and make decisions about the Partnership. Marissa will hold a co-chair orientation for new and returning co-chairs. Having two co-chairs helps to share the responsibility and cover one another when one isn’t available. The Committee had been analyzing the results of the Partnership member survey before COVID-19. A small workgroup was planning to draft a document with key survey results to share with the	Amanda will share names of committee members to help with nominations. Amanda will reach out to the small group who volunteered to review survey data. They will develop a draft of key points by the July meeting. Amanda will reach out to the Mental Health committee co-chairs to

	<p>Steering committee and eventually the entire Partnership. Danielle Doughman volunteered to help with the workgroup.</p> <p>The Communications committee hasn't been able to do a needs assessment with the Mental Health committee. The committee agreed to conduct a modified needs assessment with the Mental Health committee.</p> <p>The Steering committee completed a survey about the role and structure of the Partnership and the definition of a community member. The Steering committee also discussed this at their May meeting. The Partnership Racial Equity Task Force is having similar conversations. At the May meeting, the Racial Equity Task Force discussed the definition of a community member as someone who is not being paid for their time by an organization.</p> <p>The Racial Equity Task Force also discussed the Partnership's identity and the work it is best suited. The task force concluded that the Partnership is a network of organizations working to advance the priorities of community members. The Partnership can still make space for community members but not necessarily be community-led. The task force suggested working with grassroots organizations.</p> <p>Being more inclusive of community members would require a shift of meeting times, meals, childcare, payment for involvement, etc. The process of the Partnership is very institutional- goals and performance measures. Even if the Partnership corrects for meeting time, the culture is still institutional. If we wanted the Partnership to be structured differently, we would have to almost start from scratch. It is not bad for a group of organizations to work for the benefit of the community. But we need to be transparent and define accountability.</p> <p>We need to be real about the Partnership's identity and develop strategies to work with the community.</p>	<p>get on the July agenda for the needs assessment.</p> <p>Heather Mountz will help Amanda modify the needs assessment for the Mental Health committee.</p> <p>Danielle suggested keeping track of community members, communities and organizations represented.</p>
<p>Moving forward <i>Amanda</i></p> <p>1. <i>How do we adjust or do we need to adjust for COVID?</i></p> <p>2. <i>Virtual processes/meetings</i></p>	<p>Marissa shared that she expects Partnership meetings to take place through Zoom for at least the next two months. Of the seven who took the Communications survey, all said they could participate in Zoom meetings. The current time works for everyone except for one who said afternoons would work better.</p>	<p>The small groups will try Slack and report back to the committee.</p>

<p>3. <i>Continuing/adjusting past work?</i> 4. <i>Next steps</i></p>	<p>The committee will keep the current meeting date and time.</p> <p>Amanda suggested using Slack for small group work between meetings.</p>	
<p>Announcements & Meeting Adjournment</p>	<p>Send Debra Duncan flyers related to resources, especially food to post on Durham Network of Care. Unemployment is slow for those in the community who need help with utilities, rent and food.</p> <p>There are two youth leaders planning a candlelight vigil for Thursday, June 4, 6 pm at the Durham bull downtown. The vigil is expected to be peaceful and family friendly.</p>	
<p>Next Meeting: July 7, 2020 at 9:00 AM- Discuss the use of Slack for committee work</p>		