

**Partnership for a Healthy Durham
Communications Committee**

April 6, 2021 @ 9:00am – Zoom/Virtual

MINUTES

Facilitators: Tara Ilsley & Heather Mountz

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

Meeting Outcomes:

- Member check-in
- Fact Sheet complete for Communications Committee
- Directory update
- Discussion – state of comms post-pandemic

Present: Heather Mountz, Marissa Mortiboy, Tara Ilsley, Benay Hicks, Debra Duncan, Pam Purifoy, Eve Marion, Lara Khalil, Armenous Dobson		
Project/Topic/Goal	Major Discussion Points	Recommendations & Action Steps
Welcome		
Review & Approve March Meeting Minutes	There were no changes to the minutes.	
Status update 1. <i>Fact Sheet - complete for our committee – where does it live and what kind of access is needed?</i> 2. <i>Partnership Membership Directory Proposal – update on displaying data</i>	<p>Heather Mountz and Tara Ilsley sent out fact sheets for committee co-chairs to work on during March and April. The fact sheets detail committee objectives and action plan progress. The fact sheets will appear on the Partnership website on the Overview of Committees page and each committee page for anyone to access.</p> <p>The committee started filling out the fact sheet and listed successes- 2019 Partnership member survey, committee needs assessments, Partnership directory and committee fact sheets.</p> <p>The committee decided to make the member directory accessible by password. Individuals will have to email to request the password. The Partnership has a County email address that could potentially be used to generate automatic messages that contains the password. The committee discussed pros and cons of making the directory accessible</p>	<p>Heather and Tara will follow up with Partnership committee co-chairs to add the fact sheets to their April agendas and share deadlines for completion.</p> <p>Heather and Tara will share information about access to the directory at the April 2021 Partnership Quarterly meeting.</p>

	to the public such as anyone would have access, individuals interested in the Partnership can contact current members, etc.	
Discussion <i>Communications post-pandemic</i>	<p>The COVID-19 pandemic has allowed the committee to slow down and focus on action items. What are lessons learned and where can we go? How can the committee work with the other Partnership committees to share about our work?</p> <p>Is there a way to have a combination Zoom and in-person meeting after the COVID-19 pandemic? Challenges include ensuring those who participate at home can participate in real time and hear what is going on. The large meeting rooms where Partnership meetings were held pre-COVID, aren't set up for hybrid meetings. The committee would have to think through logistics of having Zoom and in-person meetings. It is unlikely that we will return to in-person meetings in the near future. Teleworking multiple days per week will likely be permanent change. Some workplaces are sharing guidance with employees returning to the office such as coming in on assigned days and keeping building occupation below capacity.</p>	Collect information to develop a fact or tip sheet on how to have hybrid for Partnership committee meetings once we return to in-person.
Announcements & Meeting Adjournment	<p>The Durham County Department of Public Health is hosting a Facebook Live event on April 6, 6 pm to discuss the COVID-19 vaccine.</p> <p>The City of Durham Office of Youth will be releasing a grant program (\$500-\$20,000) to move forward recommendations from the Youth Listening Project report. The grants will be available to young people and community groups and organizations.</p> <p>On April 24, Donna Rosser, Armenous Dobson and Dr. Wanda Boone are hosting a Medication Drop event at the Geer Street Walmart.</p> <p>Reminder- Vaccines are only fully protective two weeks after receiving the dose. People should be reminded they still need to be cautious until immunity kicks in.</p>	
Next Meeting: May 4, 2021 at 9:00 AM		