

**Partnership for a Healthy Durham  
Communications Committee**

**February 7, 2023 @ 9:00am – Zoom/Virtual**

**AGENDA**

**Facilitator: Katie Lipe and Angel Romero Ruiz**

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

<b>Time</b>	<b>Project/Topic/Goal</b>	<b>Major Discussion Points</b>	<b>Recommendations &amp; Action Steps</b>
<b>9:00 – 9:05</b>	<b>Welcome and introductions.</b>		
<b>9:05 – 9:15</b>	<b>Debrief Canva Training Workshop and discuss ideas for future workshops.</b>		
<b>9:15 – 9:35</b>	<b>Overview of Access to Care Committee.</b>		
<b>9:35 – 9:40</b>	<b>Discuss press release distribution.</b>		
<b>9:40 – 9:50</b>	<b>Discuss ideas for the Member Spotlight in the Partnership newsletter.</b>		
<b>9:50 – 10:00</b>	<b>Announcements and adjourn.</b>		
<b>Next Meeting: Tuesday, March 7<sup>th</sup> at 9:00am</b>			

**Partnership for a Healthy Durham Communications Committee  
2018-2021 Action Plan Goals and Objectives**

**GOAL 1: Internal Communication – or – Partnership members know about all committees’ activities (and know how to support them).**

- OBJECTIVE #1: Implement in-person cross-committee representation at committee meetings to ensure each Partnership member is updated on all committee activities
- OBJECTIVE #2: Serve as technical assistance for other Partnership committees by 1) sharing stories and events from committees with public via multiple outlets and 2) reviewing and providing feedback on materials created by other committees

**GOAL 2: External engagement/communication with the community – or – the community knows who the Partnership is and what we do**

- OBJECTIVE #1: Assess Partnership membership directory to determine sectors and demographics represented in order to identify gaps.