

# Meeting notes: Performance Measurement Workgroup

**DATE: 8.7.23**

## Attendance

Members: Amy Bowles, Beltrami County Public Health Director, Susan Michels, Carlton, Cook, Lake, St. Louis Community Health Board, Amanda Schueler, Horizon Public Health, Janet Goligowski, Stearns County Health and Human Services, Amina Abdullahi, City of Bloomington Public Health, Michelle Ebbers, Nobles County Public Health, Chera Sevcik, Health and Human Services, Faribault and Martin Counties, Meaghan Sherden, Olmsted County Public Health, Rodney Peterson, Dodge County Commissioner, Chris Brueske, Minnesota Department of Health, Business Innovation and Support, Office of Data Strategy and Interoperability, Kristin Osiecki, Minnesota Department of Health, Center for Health Equity, Ann Zukoski, Minnesota Department of Health, Health Promotion and Chronic Disease Division, Center for Health Promotion, Mary Orban, Minnesota Department of Health, Community Health Division, Center for Public Health Practice

### Participants:

Jaimee Brand, Brown County Public Health, Nicole Ruhoff, Sherburne County Health and Human Services, Johanna Christensen, Minnesota Department of Health, Community Health Division, Center for Public Health Practice, Evelyn Combs, Minnesota Department of Health, Community Health Division, Center for Public Health Practice

Workgroup staff: Ann March (MDH), Ghazaleh Dadres (MDH)

## Decisions made

- Workgroup members present agreed to consensus as the means of decision-making. The group is committed to getting everyone to consensus, however if there is any dissent in the end, a dissenting report developed and shared.
- The workgroup members present agreed to co-chairs leading the workgroup. Members will have the opportunity to signify interest in meeting follow-up.
- The workgroup members present agreed to staggered terms, with half the group serving the initial term until December 2025 and half serving their initial term until December 2026.
- These decisions will be placed in the charge for final review and approval.
- Meeting agreements were established.

## Meeting notes

### Agreements for an effective meetings

The group agreed to the following meeting agreements:

- Come prepared
- Be present
- Listen with openness
- Share time
- Participate by sharing ideas, asking questions, and contributing to discussions
- Keep the space safe to ensure everyone is comfortable participating
- Have honest and constructive discussions
- Full engagement from everyone

Agreements for online meetings:

- Remain on camera as much as possible
- Raise your hand (when lots of discussion is happening)
- Tend to your needs
- Avoid distractions as much as possible

### Review of workgroup responsibility: Ann

Workgroup duties listed in the charge were reviewed. The workgroup will report recommendations to SCHSAC, who will then make a decision about sending the recommendations on to the Commissioner of Health for approval.

Statute 145A indicates the Commissioner of Health should consult SCHSAC on an annual set of performance measures for the statewide local public health system. This workgroup serves to formulate recommendations for their consideration. The workgroup will submit a written report to SCHSAC each quarter, so they stay apprised of the work.

### Vision for success: All

Facilitated discussion occurred to identify key ingredients for successful performance measurement of our governmental public health system. Responses were collected here: [What are key ingredients for successful performance measurement of our governmental public health system?](#)

### Workgroup organization: All

Decisions reported above regarding leadership, terms, and decision-making process.

Future meetings: first Monday of each month.

Between meeting communication-staff is working on getting approval for guest access to a Microsoft Performance Measurement Team. This will allow external and internal (MDH) workgroup partners to chat, access and share files, and access Teams apps pinned to the channel, such as OneNote, Calendar, Whiteboard, etc. If it's found we need something more or different for collaboration, other options will be explored. Other options include Sharepoint or Basecamp.