



## Lakewood Steering and Advisory Combined Committee Meeting (8.24.22)

*This meeting took place virtually via Zoom.*

### I. Next Steps

- a. **Sep 7<sup>th</sup>**—final distribution date for plan to be complete
  - i. Will have a comprehensive assessment report w/an appendix and executive summary, and a second action plan report
    1. Community will provide feedback on report to inform the action plan
- b. Assessment report will probably be presented to city council in September
- c. Will try to make accessible to folks thru executive summary, presentations, or testimony
  - i. Folks in committee have an option to send CCS a note if they would like to host a presentation to stakeholders on the plan
- d. **Action:** Can include a call out to disability discussion that was held in content analysis

### II. Recommendations

- a. Content Analysis: Need clarity on what is being summarized
  - i. Can provide a brief explanation of what it is
- b. Executive Summary: reflect things in healthcare section that are not reflected in the Assessment
  - i. Particularly substance use/abuse, mental health
- c. **Action**: Include snapshot of Methodology at beginning of report
  - i. Help explain what groups are considered “vulnerable” in the language
  - ii. Age group specifics (youth, elderly in particular are missing) in Health section

- d. Sharing a 1-page summary of what the next steps are that will be shared with larger community, esp. those who were involved in the process
  - i. **Action:** Executive Summary can be disseminated (e.g. Lakewood site, hosting publicly available and recorded webinar, listserv developed on CCS website)
  - ii. **Action:** Add more helpful info into Exec Summary w/key findings or takeaways by social determinant category for public to know
    - 1. **Action:** Create a one-page infographic
    - 2. **Action:** Social media cards
  - iii. Will share w/the larger group before disseminating
- e. Source/commentary sections: could use quantitative highlights that were better aligned with the action plan steps that will be taken later
  - i. **Action:** Laura Jaissle & Loren will send or discuss comments/questions w/Loren to edit before **Sep 7<sup>th</sup>** date

### III. Action Plan

- a. Goal: to establish criteria (no more than 10) for evaluation of interventions according to category (things that will be pulled from the report and community charettes)
  - i. Survey will go out to the committee to establish weights for criteria
  - ii. Committee will then score each intervention in 5 social determinant categories according to the criteria
  - iii. Implementation rubric will also be developed for city and other groups who will work on any steps w/in the action plan to use to be able to figure out who will take responsibility, feasibility, available resources, etc.
    - 1. Recommendations on implementation will be included in the report
- b. **Action:** Committee members can send ideas on criteria and interventions to Loren
  - i. **Action:** Loren & Angelina can bring up issue of committee members sharing interventions in steering committee to ensure what is appropriate and ensure transparency
- c. Timeline
  - i. Sep: Finalize criteria and establish weights
  - ii. Oct: Conduct community charettes to gather feedback on interventions
    - 1. Include an in-person meeting and an online meeting
  - iii. Nov: Anonymously score interventions and add an estimated timeline
  - iv. Dec: Prioritize interventions and issue action report
- d. **Action:** CCS will do a walkthrough of how to use the implementation tool w/committee members over the next few months