

Health Forward Foundation
COMMUNITY ADVISORY COMMITTEE (CAC)
Minutes of the Review Committee Meeting Held
Thursday, April 11, 2019 at 1:00 p.m.
2300 Main Street, Suite 304, Jonas Room
Kansas City, Missouri 64108

Attendance

Committee Members in Attendance: Susan Mills-Gray (Chair), Art Chaudry, and Carey Spain (by phone).

Committee Members Unable to Attend: Damon Daniel, Mary Jo Moore, Lisa Peek and Thuylinh Pham.

Health Forward Associates in Attendance: Paula Cornwell, Bridget McCandless and Karol Shadle.

Guests in Attendance: Natasha Sims, Consultant

Call to Order

Susan Mills-Gray, Chair, called the meeting to order at 1:00 p.m. Chair Mills-Gray turned the meeting over to Natasha Sims, Health Forward consultant, to lead the discussion on committee member comments received on the latest version of the report.

Revision of Second Draft

The committee reviewed second full draft of the report provided by Natasha Sims. This draft included comments from both committee members and associates. The committee discussed various revisions to content and structure, and the major areas of discussion were around the following areas:

- Whether to include the Tobacco Prevention Project in the report since no work was done on the project in 2018;
- Placement and language about work of the Equity learning group
- Language in the advocacy section
- Language in the Finance section about the market conditions and losses of the 4th quarter

Next Steps

1. Natasha will revise document and send to the Review Committee members for final review, with comment deadline on Monday morning, April 15th.
2. Document will be sent to graphic designer for layout on Tuesday.
3. Report due from designer on May 9th.
4. If final 2018 investment performance numbers are available at this time, the updated numbers will be included in the report. If they are not available, the report will go to print with preliminary numbers.
5. Report distributed to Review Committee for final review and comments sent to Natasha. Meeting scheduled for May 16th is cancelled and the committee will approve the final document from Natasha by email vote from Karol Shadle on May 16th.
6. Final report approved by full CAC at CAC meeting on June 6th.
7. Final report approved by Board and Board meeting on June 26th.

Chair Mills-Gray thanked everyone for their work on this committee.

Adjournment

Having no further business, the meeting adjourned at 2:07 p.m.

Minutes prepared by Karol Shadle, Governance Coordinator

Reviewed BMcC 04.17.19; SMG 05.01.19