

Ad Hoc HC-SHC HealthyMind Sub-Committee

Meeting Date:	22-Nov-16
Meeting Time:	9:15-10:30am ET
Participants:	<i>Sub-Committee Members in Attendance: Naomi Weller, Kori Jones, Jackie Dougé, Sharon Hobson, Anne Markus, Colleen Nester</i>
Location:	<i>Family and Children's Services, Wilde Lake Center, 10451 Twins River Road, Columbia, MD 21044</i>
Meeting Purpose:	<i>Select Chair & Co-Chair, Draft Sub-Committee Charge, Identify Priorities and Objectives for SY 2016-17</i>

Time (min)	Agenda Item	Objective(s)	Presenter (*Lead)	Outcome Desired	Preparation Needed (with attachments)	Action items
5	<i>Roll Call and Objectives of the Meeting</i>	<i>Inform</i>	<i>Anne</i>			<i>None</i>
30	<i>Draft Sub-Committee Charge</i>	<i>Discuss</i>	<i>Sub-Committee</i>	<i>Charge Document</i>		<i>Draft charge document and circulate</i>
5	<i>Select Chair & Co-Chair</i>	<i>Consensus</i>	<i>Sub-Committee</i>			<i>Kori Jones until January 31, 2017</i>
15	<i>Identify Sub-Committee Priorities and Objectives</i>	<i>Discuss</i>	<i>Sub-Committee</i>			<i>Incorporate into draft charge document</i>
5	<i>Next Meeting Date/Time/Location and Adjourn</i>	<i>Consensus</i>	<i>Sub-Committee</i>			<i>December 21, 2016, 9-10:30am, location TBD</i>

MINUTES

The *Ad Hoc* HealthyMind Sub-Committee of the Howard County School Health Council met for the first time on November 22nd, 2016 at 9 a.m. at the offices of Family and Children's Services in Columbia, MD, for over an hour. Six members of the Howard County Adolescent Mental Health Symposium Planning Committee attended the meeting and a few more are expected to join. Anne Markus, School Health Council Chairperson, opened the meeting, and explained that the meeting was in part to organize the operations/logistics of the newly-established Sub-Committee, in part to determine the charge, timeline, priorities and objectives for the group. She shared the charge that was developed for the Wellness Sub-Committee as an example. Kori Jones agreed to assume a leadership role for the Sub-Committee until the end of January. As a next step, the HealthyMind Sub-Committee decided to meet again on 12/21 at 9 a.m. at a location to be determined. Anne Markus offered to draft the charge for the Sub-Committee as well as create a password protected page on the Council's website for Sub-Committee members to access and post documents and information.

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The plan is to share final drafts on Basecamp with the rest of the Symposium Planning Committee when ready. The Sub-Committee agreed that it should act as a bridge between the symposium and the recommendations that were developed by the three workgroups at the Symposium and the transition to a new Administrator of the Office of Children and Families who staffs the Local Children's Board. The current Administrator approved the role of the Local Children's Board as a coordinator and overseer of the implementation of the Symposium recommendations to ensure continued progress toward improving the mental health of children in Howard County. The Sub-Committee determined that it has two goals: 1) Complete the final report of the Symposium proceedings and publicize/present it to appropriate audiences and 2) Develop a master plan with 1-2 key recommendations for the new Administrator, which summarizes the areas of action recommended at the Symposium, activities currently unfolding that relate to each of these areas and organizations/agencies involved in these activities, what to keep an eye on in the future, and existing gaps that may be considered as priorities locally, which are not already addressed by the Governor's office as priorities. In order to achieve these two goals Sub-Committee members will scan existing clearinghouses, databases and other sources of information to provide evidentiary support to the master plan as well as examples of best practices or evidence-based interventions (e.g., training programs on healthy transitions) that could be adopted, adapted, and implemented within the context of Howard County. The Sub-Committee agreed that it should be time-limited. The Sub-Committee is scheduled to sunset on August 31, 2017.