



Partnership for a Healthy Community Board Meeting

January 27, 2022

1:00pm-3:30pm

Teams

Retreat Agenda

1. Routine Board Business

- a. 11/18/2021 meeting minutes (Action) **(Pages 2-4)**
 - b. Partnership Board Bylaws (Action) **(Pages 5-11)**
 - c. New Board Member (Action) **(Page 12)**
 - d. Board Nominations (Action)
 - i. 2022-2023 Co-Chair: Amy Fox, Tazewell County Health Department
 - ii. 2022 Co-Chair: Lisa Fuller, OSF
 - iii. 2022 Vice-Chair: Sally Gambacorta, Carle
 - e. Committee
 - i. Mental Health & Substance Use
 - ii. HEAL **(Pages 13-15)**
 - iii. Cancer
 - * CDC grant-IL Comprehensive Cancer Partnership
 - * IL HPV Action Plan
 - iv. Data Team
-

2. Introduction:

- a. Name, Agency, other Boards, etc.
 - i. This past year how has your agency moved equity conversations and what lessons have you learned?
- b. Mission/Vision

3. The Whys

- a. What is YOUR why?
- b. What is OUR why?

4. SWOT: Capacity of the Board to the Work

5. Break

6. 2022 Expectations

- a. CHNA/CHIP
- b. Review of SWOT

8. Adjournment



Partnership for a Healthy Community Board Meeting Minutes November 18, 2021

Members Present via Microsoft Teams:

Monica Hendrickson
Amy Fox
Holly Bill
Kate Green
Adam Sturdavant
Nicole Robertson

Lisa Fuller
Beth Crider
Joel Shoemaker
Kaitlyn Streitmatter
Hillary Aggertt
Sally Gambacorta

Others Present:

Amanda Smith

Amy Roberts

Approval of 10/28/2021 Meeting Minutes

Ms. Robertson made a motion to approve the meeting minutes from the October 28, 2021 meeting. Motion was seconded by Ms. Crider. Motion carried (12,0).

Committee Updates

Mental Health & Substance Use

Ms. Bill stated the group hasn't met but will meet November 29th. The Steering Committee has continued to meet. The biggest update for the upcoming meeting, is that they learned that the HEAL group is doing partner checks and felt that was a good idea to check in with the individuals and agencies that don't say a lot during the meetings. Ms. Bill and Tim Bromley will start reaching out to individuals next month using HEAL's template. Ms. Bill noted that they sent out a request to all action team leads to ask where they are now, where do you want to be at the end of year 3 and how are they are they going to get there. This report will be shared at the next meeting. A current issue is with Everfi – their contract was dropped by UPH and OSF did not pick it up, this is currently on pause.

HEAL

Ms. Streitmatter stated they have been conducting partner interviews to see how they can align their work moving forward. These have been going well and are available on paper or email if people can't meet via Zoom. In January, they're hoping to be able to meet in person and have some round-table discussion about what they learned from the interviews and how they can move forward together. Ms. Streitmatter noted they are working on their letter of intent for the Ending Hunger Together grant for 2022. They are continuing Move it Mondays, which will be discussed more at the December meeting, as well as the redemption rates for Farmer's Market coupons.

Cancer

Ms. Robertson noted that the Cancer group met earlier this morning and the overall highlights were many of the events that happened last month, several screening events that were well attended. Screening fell behind over the last year and a half but have seen a great response from the outreach done recently. They had a presentation from the Cordova clinic, and they will have additional cancer data once the surveys have been completed. There was discussion around the Healthy Cells publication, noting that they have a dedicated space every month for the Cancer Action Team, they

are working to take advantage of the that opportunity to fill that space every month. Due to the work of the American Cancer Society, they were able to quickly turnaround a rapid impact lodging grant OSF for \$50,000. These were designed to reduce barriers to care, and this area was identified as an area with a significant need.

Data Team

Ms. Smith stated they have been focused on getting the surveys wrapped up and finalized. At their last meeting, they spent the majority of the time focusing on the Conduit HCI data and what to expect with that data pulled together. They are still moving forward with the data collection.

Board Business

Continuum's Point in Time Count

Ms. Green stated the Continuum of Care is charged with doing a census each year of sheltered and unsheltered count, which is typically overnight the last Wednesday in January. Every year they reach out to as many partners as possible and try to get an accurate idea of where people are staying and the actual count. They are always looking for more partners or know about locations where people are unsheltered, please reach out to Ms. Green. The hardest ones to get information from but have the most information would be smaller police departments. Ms. Green shared that they have decreased homelessness significantly over the last 10 years. Due to people not getting kicked out of rentals last year, the number decreased even more. Ms. Green does expect that number to spike up this year.

2022 Partnership Board Meeting Dates

Ms. Hendrickson reviewed the Partnership Board meeting dates in the packet. At the January 27th meeting, it is recommended that it either be extended or meet later in the day, as a retreat to get a better understanding of expectations, especially with newer Board Members. This would be a reset as about to end one cycle and start a new one. This could be in person at a different location. Ms. Roberts will send out a poll to see what time will work better. Please let Ms. Roberts know if you have a room that would work out for this meeting as well. Ms. Aggertt made a motion to approve the 2022 Partnership Board meeting dates. Motion was seconded by Ms. Fuller. Motion carried (12,0).

Partnership Board Bylaws

Ms. Hendrickson stated that she tried to red line the previous version and it got too messy. If you'd like to see that version, please email Ms. Roberts for that copy. Ms. Hendrickson noted that it was reorganized, but also recognizing the eligibility of the Board and reviewed that information in the revised bylaws in the packet. Ms. Hendrickson also noted the elections with the Co-Chair and Vice-Chair, and they can serve up to three years. They priority action teams are listed with responsibilities and they pulled the Data Team out to have their own section of the bylaws. If another committee is established, like a Marketing Team, that can always be added later. These revised bylaws are just for review for now but will be voted on at the December meeting. If you have any changes, please email Ms. Hendrickson.

Partnership Board Nominations

Ms. Hendrickson stated that herself and Ms. Fuller will be stepping out of the Co-Chair positions and they are looking for nominations for a Co-Chair for Ms. Fox as well as a Vice-Chair. If you are interested or have a nomination, please email Ms. Roberts. This will be brought up at the December meeting for voting.

2022 Annual Report & Meeting

Ms. Hendrickson stated that last cycle this was done virtually and would like to try to do this meeting in person in February/March 2022. Firstly, they'll look at dates as well as the Action Teams Chairs getting success stories and information gathered for the report and meeting. This rough information will be due by the January Partnership Board meeting.

Marketing Media Updates

Ms. Aggertt stated that she is trying to restart the Marketing Committee. The health department's PIOs will also be support for this committee. Ms. Aggertt will be meeting with the three PIOs and look at different branding options, implemented policies and what works with what doesn't. Ms. Aggertt hopes to have this information as a draft for the December meeting.

Member Announcements

Ms. Hendrickson noted that even if you are relatively new to the Board and you have an interest in Chairing/Co-Chairing, you can reach out to Ms. Fuller. Ms. Fuller can provide feedback for what it's like to be in that role.

Next Meeting: Thursday, December 16, 2021

1:00-2:30

Teams

The Partnership for a Healthy Community bylaws were adopted by the Partnership for a Health Community Board on December 17, 2018.

Article I. Name

Section 1.1

The official name of this organization is the Partnership for a Healthy Community, also known as PFHC.

Article II. Mission

Section 2.1:

The Partnership for a Healthy Community (PFHC) is a community-driven partnership of public and private partners working together to address priority health issues in Peoria, Tazewell and Woodford Counties in Illinois.

Section 2.2: Vision

Our Vision for the tri-county region will be a thriving community that is inclusive, diverse, and sustainable to ensure health equity and opportunity for well-being for all.

Section 2.3: Community Values

- **Inclusive:** Open to everyone.
- **Diverse:** Understanding and respect of cultural differences enhances our community. Each resident has the opportunity to live their life to the fullest with equal opportunity for all.
- **Sustainable:** Engaged and committed community work that lasts over a prolonged period of time regardless of economic and social challenges.
- **Health Equity:** Everyone has a fair opportunity to attain their highest level of health regardless of race, ethnicity, gender, income, sexual orientation, neighborhood or other social condition. Achieving health equity requires eliminating gaps in health disparities between different social groups.
- **Health & Wellbeing:** A state of complete physical, mental and social well-being and not merely the absence of disease or infirmity. Encompasses the full spectrum of health and well-being including: healthy behavior, access to quality clinical care, social and economic factors (education, employment, income, family and social support, community safety), and physical environment (air and water quality, housing and transit).
- **Knowledgeable:** Valid, reliable information is valued as part of the decision-making process.
- **Engaged/Involved:** A community where working collaboratively with others to address issues that affect their health and well-being, while actively building a sense of community is the norm.
- **Committed:** A community where quality health care is accessible to all residents, including the indigent and underserved, and is not taken for granted, but is valued with a focus on prevention and respect for our bodies.
- **Safe:** The community is committed to creating and supporting a safe environment.

Section 2.4: Purpose

The Partnership for a Healthy Community (PFHC) serves as the local health improvement partnership for Peoria, Tazewell and Woodford Counties. Through partnership procedure and operation, the PFHC addresses priority health areas identified by the most current cycle of the local health improvement process. Priority health issues will be assessed at least every 5 years as part of a full community health improvement process

Article III. PFHC Board

Section 3.1: Board Membership Eligibility

Membership is open to any organization or individual interested in supporting the PFHC mission and collaborative local health improvement process. There will be a minimum of seven agencies but no more than 20 members total to include representatives from OSF Saint Francis Medical Center (OSF), UnityPoint Health – Central Illinois (UPH), Carle Eureka Hospital, Hopedale Medical Complex, Peoria City/County Health Department, Tazewell County Health Department, and Woodford County Health Department.

Other community sector representatives may include but not limited to: schools, behavioral health providers, faith based, transportation, law enforcement, criminal justice, media and/or non-profit organizations

There will be four categories to include: Regional, Peoria, Tazewell, and Woodford.

Section 3.2: PFHC Board Meeting

PFHC Board meetings shall take place at least monthly; no fewer than 10 meetings per year. The annual meetings will be a business meeting. The Board shall meet the 4th Thursday of each Month

Section 3.3: PFHC Board Responsibilities and Expectations

- Support the PFHC mission and collaborative process
- Participate in the process of community health needs assessment (determining the health priorities for Peoria, Tazewell, and Woodford Counties). PFHC will assure that a vigorous community health assessment and improvement plan is conducted at least every five years
- Participate in comprehensive local health improvement planning (identifying achievable action to improve community health outcomes)
- Identify and implement evidence-based strategies as feasible that align with the local health improvement plan
- PFHC Board has the authority to identify and establish action teams as needed to fulfil the local health improvement process
- Share information about how PFHC strategies are being implemented locally (within their own organizations and/or in collaboration with another organization if applicable)
- The PFHC Board shall be able to create additional committees to address issues and/or create Ad-Hoc Committees as deemed necessary. PFHC Board be responsible for convening any other committees as called upon by the PFHC Co-Chairs or membership such as bylaws, data, membership, fundraising, or nomination committee
- Attend 6 Partnership Board meetings per calendar year.
- Participate in at least one PFHC priority Action team or ad-hoc committee
- Elect PFHC leadership for President and Vice President
- As resources allow, the PFHC Board is allowed to hire staff as deemed necessary and financials are available to do so.
- Maintain an updated PFHC membership form

Section 3.4: Board Member Responsibilities when Voting

- Each individual member and each organization-designated representative are entitled to one vote, as long as membership is present. Each voting member will be able to do so in person or by phone.
- Any organization with multiple representatives must designate one representative to act on behalf of its entity as the voting member during priority action team meetings. Organizations may designate one voting representative
- Members of the Board have the authority to designate, at the time of election or vote, a proxy member to attend the meeting on their behalf in the circumstance that they are unable to attend. Proxy members should have decision making authority and are expected to vote on behalf of the member when necessary. The proxy must be able to speak for and represent the interest of the member/ organization. A proxy member may represent no more than one member at a time. PFHC Board members cannot send a proxy for more than 2 meetings per calendar year
- Voting shall be determined by a simple majority of those present as long as quorum has been reached.
 - The exception to the simple majority is when the PFHC Board will approve of all implementation plans for each priority area. A quorum of the PFHC Board for the purposes of voting on approval of implementation plans shall be constituted of 2/3 of the members eligible to vote if there is representation from each Peoria, Tazewell and Woodford Counties. The voting process may be carried out in person, by phone or electronically, at the discretion of the PFHC Co- Chairs

Section 3.5: Board Member Terms

- The term of membership is indefinite unless withdrawn by the member or organization.
- Members reserve the right to resign at any time.
- Membership status and designated representative for organizations will be reaffirmed by the co-presidents every two years

Section 3.6: Quorum

Quorum will be simple majority plus one, as long as, there is at least one representative for Peoria, Tazewell and Woodford County present

Article V. PHFC Board Officers and Staff

Section 5.1: PFHC Board Co-Chair (Ex Officio)

The Peoria, Tazewell, or Woodford County Health Officer or their Proxy will serve as the PFHC Co-Chair (ex officio) per delegated role as official convener on a rotating basis every two years. This position will also be responsible for the nomination process.

5.1.1 Terms:

The beginning cycle is identified below. The rotation will reset once all three local health officers have served.

- Woodford County Health Department will serve this term for calendar year 2019
- Peoria County Health Department will serve this term for calendar years 2020 and 2021
- Tazewell County Health Department will serve this term for calendar years 2022 and 2023

Individuals cannot serve in more than one leadership role simultaneously, including: PFHC Co-Chair, PFHC Vice- Chair, and/or PFHC Priority Action Team Chair/Co-Chair

5.1.2 Duties:

- Providing overall leadership for PFHC.
- Exercising general powers of management usually vested in the office of the Co-Chair.
- Serving as a spokesperson for PFHC.
- Convening and leading partnership-wide meetings of PFHC.
- Assist with nomination of Priority Action Team Chairs.
- Serve as the Co-Chair for the PFHC Board

Section 5.2: PFHC Board Co-Chair (Elected)

5.2.1: Election Process

- Nominations for PFHC Co-Chair will be submitted electronically by the PFHC members. The PFHC Co-Chair must have been a PFHC member for at least one year.
- The PFHC Co-Chair will be elected at the annual meeting by written ballot of individual members and the designated organizational representatives present.
- Voting members will receive a pre-identified ballot during the registration for the annual meeting. The ballot will distinguish whether the individual is voting as an individual member or a designated organizational representative.

5.2.2: Term

- The PFHC Co-Chair term shall last one year and is renewable for another two years if the membership so votes.
- If the PFHC Co-Chair resigns, the PFHC Vice-Chair shall succeed as PFHC Co-Chair for the remainder of the term, and shall be eligible for election to two full terms as PFHC Co-Chair.
- Successive years serving as PFHC Co-Chair cannot exceed three.
- Individuals cannot serve in more than one leadership role simultaneously, including: PFHC Co-Chair, PFHC Vice-Chair, and/or PFHC Priority Action Team Chair/Co-Chair

5.2.3: Duties

- Providing overall leadership for PFHC.
- Exercising general powers of management usually vested in the office of the Co-Chair.
- Serving as a spokesperson for PFHC.
- Convening and leading partnership-wide meetings of PFHC.
- Assist with nomination of Priority Action Team Chairs.
- Serve as the Co-Chair for the PFHC Board

Section 5.3: PFHC Vice-Chair

5.3.1: Election Process

- Nominations for PFHC Vice-Chair will be submitted electronically by the PFHC members. The PFHC Vice-Chair must have been a PFHC member for at least one year.

- The PFHC Vice-Chair will be elected at the annual meeting by written ballot of individual members and the designated organizational representatives present.
- Voting members will receive a pre-identified ballot during the registration for the annual meeting. The ballot will distinguish whether the individual is voting as an individual member or a designated organizational representative.

5.3.2: Term

- The PFHC Vice-Chair term shall last one year and is renewable for another two years if the membership so votes.
- If the PFHC Vice-Chair resigns or elevated to Co-Chair, a new Vice-Chair shall be elected by the PFHC Board membership, and shall be eligible for election to two full-terms as the PFHC Vice-Chair.
- Successive years serving as PFHC Co-Chair cannot exceed three.
- Individuals cannot serve in more than one leadership role simultaneously, including: PFHC Co-Chair, PFHC Vice-Chair, and/or PFHC Priority Action Team Chair/Co-Chair

5.3.3: Duties

- Providing overall leadership for PFHC.
- Exercising duties of the PFHC Co-Chair in the absence of the PFHC Co-Chair.
- Perform additional duties delegated by the PFHC Co-Chair.
- Assist with nomination of Priority Action Team Chairs.

Section 5.4 Re-Election for Elected Officers

After serving three terms, a PFHC Co-Chair or Vice-Chair must wait one year before being eligible to serve in the same leadership role

Article VI. Priority Action Teams

Section 6.1: Priority Action Teams Purpose

The purpose of the Priority Action Teams is to implement identified improvement strategies. Priority health areas are identified by partnership members and community stakeholders through a collaborative community health needs assessment process. This process involves evaluation of quantitative data, qualitative input from residents and partners, and statewide health improvement priorities. Local health priority areas may align well with statewide health priorities, though are not restricted by the latter. Each County, Peoria, Woodford and Tazewell will have at minimum their top two County specific health priorities each assessment period as part of the PFHC priorities. A minimum of three health priorities must be identified overall

Section 6.2: Priority Action Team Responsibilities and Expectations

- Support the PFHC mission and collaborative process
- Attending regular meetings of the action team
- Participate in the process of community health needs assessment (determining the health priorities for Peoria, Tazewell, and Woodford Counties).
- Participate in comprehensive local health improvement planning (identifying achievable action to improve

community health outcomes)

- Identify and implement evidence-based strategies as feasible that align with the local health improvement plan
- Provide progress updates on objectives, activities, and deliverables to the Priority Action Team Chair/Co-Chair
- Share information about how PFHC strategies are being implemented locally (within their own organizations and/or in collaboration with another organization if applicable)

Section 6.3: Priority Action Teams Chair/Co-Chair

6.3.1: Election Process

- Nominations for Priority Action Team Chair/Co-Chair will be submitted electronically to the PFHC Board members.
- The PFHC Board will vote on the nominations presented by the Priority Action Teams.

6.3.2: Term

- The Priority Action Team Chair/Co-Chair term shall one year and is renewable for another year if the membership so votes.
- If a Priority Action Team Co-Chair resigns a new co-chair will be elected by the Priority Action Team membership and shall be eligible for election to two full terms as Priority Action Team Co-Chair.
- Successive years serving as Priority Action Team Co-Chair cannot exceed three.
- After serving three terms, Priority Action Team Co-Chairs must wait one year before being eligible to serve in the same leadership role

6.3.3: Duties

- Providing overall leadership for the priority action team.
- Facilitate action team meetings within includes preparing agendas, minutes, and all other handouts.
- Provide feedback to the PFHC Board, including monthly status reports
- Frame selected strategies as part of the comprehensive approach. Working to ensure that action team objectives, activities, and deliverables are met within timeframes.
- Priority Action Team Chair/Co-Chair can designate action team members to assist in duties.

6.3.4: Voting

- Action Team Chair/Co-Chairs can vote during action team meetings, as members of the team.
- Chair/Co-Chair votes are not prioritized over votes from other members of the priority action team
- Priority Action Team Chair/Co-Chairs may be the designated voting member for their organization, if applicable
- The outcome on priority action team votes shall be determined by a simple majority of those present
- Priority Action Team Chair/Co-Chairs have the right to table any vote until all members can be informed of the impending vote

Article VII. Data Action Team

Section 7.1: Data Action Team Purpose

The Data Action Team will focus on the identification and transformation of data to develop and provide key analytic insight and knowledge to the Partnership Board and Action Teams.

Section 7.2: Data Action Team Responsibilities and Expectations

- Support the PFHC mission and collaborative process
- Attending regular meetings of the action team
- Participate in the process of community health needs assessment (determining the health priorities for Peoria, Tazewell, and Woodford Counties).
- Participate in comprehensive local health improvement planning (identifying achievable action to improve community health outcomes)
- Identify and implement evidence-based strategies as feasible that align with the local health improvement plan
- Provide progress updates on objectives, activities, and deliverables to the Priority Action Team Chair/Co-Chair
- Share information about how PFHC strategies are being implemented locally (within their own organizations and/or in collaboration with another organization if applicable)

Section 7.3: Data Action Team Duties

- Establishes a template to track data reports and how often data needs to be collected for each action team, as well as the needs of the board
- Establishes a common analytic operating model with a clear delineation of analytic roles and responsibilities, working cohesively on the implementation plans
- Integrates process improvement techniques that take advantage of analytic platforms across partners that are associated with the PFHC

Article VIII. Parliamentary Authority

PFHC shall be governed by the most current edition of Robert's Rules of Order in those cases that are applicable or consistent with these bylaws. PFHC shall also be governed by any rules it chooses to adopt.

Article IX. Amending Bylaws

These bylaws may be amended at any Board meeting after approval by a two-thirds majority of the membership. Any changes to the bylaws must be presented for review to all members at least 15 days prior to any vote to change

Craig Maynard, CMA, MSA
cmaynard@eureka.edu

I currently serve as the Vice President for Finance & Facilities at Eureka College. I have been in my current role for almost 4 years, and previously served for 9 years as the Comptroller at Eureka College. I am a member of the Crisis Management team at the College, and have led the development of COVID-19 protocols and mitigation efforts on campus. I work with the Office of Student Life on the annual contracts for mental health services on campus, served as a Title IX investigator on campus before becoming VP, and both Human Resources and the EC police departments report directly to me.

I am married with two kids, the oldest of whom is in high school, while our youngest is in middle school. My wife and I have been married for 18 years and we have lived in Eureka the entire time. We are both graduates from Eureka College, so we have lived in Eureka 20+ years if you count our time at College. I grew up in Minier, which is located in Tazewell County.

PRIORITY ACTION TEAM PROGRESS REPORT: Healthy Eating Active Living



Priority Area	Healthy Eating Active Living (HEAL)
Chair or Co-Chair	Shanita Wallace and Kaitlyn Streitmatter
Description	
Goal : To foster and promoted healthy eating and active living to reduce chronic disease and food insecurity in the tri-county area	
Objective 1: Reduce proportion of adults considered obese by 2%	
Objective 2: Reduce proportion of youth considered obese by 2	
Objective 3: decrease food insecurity in populations by 1%	

Recap of Current Month
HEAL-FSP writing for Year 4 "Ending Hunger Together" grant-minutes attached
Shared asset map and HEAL partner interview results
Move it Mondays social media campaign started January 17th-PCCHD, TCHD, Peoria Park District, Pekin Park District, U of I Extension, MWFB and OSF participating

Plan for Upcoming Month
HEAL partners will continue to share Move it Monday campaigns in Feb on social media. Campaign images will be branded with Partnership logo and partner's logo
Breakout work groups will reconvene at Feb meeting
Gathering annual report info

Goal		
Objectives		
What?	By When?	Measure?

Recap of Current Month
Working groups per assets map and alignment with objectives
1. Nutrition education
2. School-aged youth
3. Outreach/events
4. Built Environment

Updates:
HEAL team news went out
HEAL's Ending Hunger Together grant application is due Feb 2022

HEAL Food System Partnership Meeting Minutes

12/6/2022

Meeting place: Zoom

Attendees: Amy Fox, Monica Scheuer, Kaitlyn Streitmatter, Kim Litwiller, Shanita Wallace, Rebecca Crumbine, Kathryn Bernstein, Mike Brooks, Kristi Brouger (intern), Jenna Smith, Melissa Bucklin, Amy Christison, Beth Beachy, Susie Smith

Meeting recording:

Item	Presenter	Discussion/Conclusion
Team #1 Report - Increasing access to healthier food options for vulnerable populations		
	Mike	<ul style="list-style-type: none"> • No December meeting
Team #2 Report - Increasing awareness of good nutrition		
	Dr. Amy	<ul style="list-style-type: none"> • Collaborating with HEAL team #1 on 52101 packets • Have a Rural Health intern that will be helping with • Did not meet in December
Team #3 Report - Improving adult understanding of household budgeting and resources to stretch the family dollar		
	Rebecca & Amy F.	<ul style="list-style-type: none"> • Healthy Cents classes – still going on. • Using Text-em-all platform for attendance reminders. • Surveyed Healthy Cents participants about what they are interested in for future programs. Still compiling results. • Met with 3 county WIC coordinators to increase use of voucher. Working on a campaign. Utilizing national WIC resources. Goal is to increase WIC voucher use by dispelling myths. • Peoria/Tazewell counties (Tazewell serves Woodford county) and PCCEO met regarding energy assistance programs with the goal of streamlining family support and resources for energy assistance.
Team #4 Report - Increasing advocacy and support for local and healthy procured foods		

	Monica	<ul style="list-style-type: none"> • Did not meet in December
Team #5 Report – Alignment of food pantry site visits and food pantry policies		
	Shanita	<ul style="list-style-type: none"> • Did not meet in December • Looking at moving regular meetings due to schedules.
Discussion of showing evidence of impact for Community Foundation of Central IL	Amy F	<ul style="list-style-type: none"> • CFCI would like more impact discussion and funding utilization • Amy F, Amy C, Kaitlyn, and Monica working on CFCI Ending Hunger grant proposal. Will meet tomorrow. • TCHD has been the fiscal agent and can continue unless another organization wants to fulfill this role. • Possible project manager (part-time 10-20hrs/mo) written into new grant • Each team lead to provide amount of time would be needed for a project manager to Amy F. asap.
Announcements		<ul style="list-style-type: none"> • None
Next meeting time and day	Amy	Next meeting Feb 3rd at 8:30am at U of I Extension Offices (TBD) and via Zoom.