

# **ANNUAL REPORT**

## **FY'2018**

Website: [www.chna15.org](http://www.chna15.org)

Funding for CHNA 15 2017-2018 projects was provided by Lahey Hospital and Medical Center and  
Winchester Hospital Determination of Need (DoN) Funds  
CHNA 15 FY'2018 (2017-2018) Annual Report

CHNA 15 activities and programs are membership driven and developed under the direction of the Steering Committee (SC) who meet six times during the year, including a full-day retreat each August to review the past year and plan for the upcoming year, and consult regularly via email. Feedback, input, and direction from members are the basis for all activities, opportunities, and efforts initiated and supported by the Steering Committee.

2017-2018 was a busy and productive year for CHNA 15. Activities included ever evolving response to community needs through new projects and member involvement as well as ongoing and expanded services and support to members.

#### Special CHNA-wide Projects

**Healthy Communities Grants:** A goal of CHNA 15 is to offer Healthy Communities Planning and Implementation grants to each of the twelve communities in our region. To date, the towns of Acton, Bedford, Concord, Lexington, Lincoln, Wilmington and Woburn completed their projects, and coalitions in all of these towns continue their work. The impact of Healthy Communities grants is long-reaching with greater community collaboration, projects developed to respond to identified community health concerns, and enhancement of citizen participation sustaining results. This year, Boxborough and Carlisle completed their Healthy Community Planning Grants and CHNA 15 awarded Healthy Communities Implementation Grants of \$30,000 each to Boxborough and Carlisle for projects that began on April 1, 2018 and June 1, 2018, respectively.

**Facilitated Learning Community Symposiums:** This year, CHNA 15 introduced two new Facilitated Learning Community Symposiums. These were introduced as a direct result of member feedback that they would like follow-up and/or in-depth exploration of topics introduced at CHNA 15 forums and trainings, and/or issues that come about as a result of a CHNA 15 Grant. The goal of all Learning Community Symposiums is to bring together a group of 8-15 individuals interested in addressing a common issue within their community (ies) in order to strengthen healthy communities through facilitative leadership and continuous learning by adults and youth working together for sustainable change.

Our second Learning Community Symposium focused on ***Suicide Prevention and Response***. This Learning Community Symposium met four times for 2-hour interactive meetings in which participants reviewed data and assessed community need and readiness; completed assignments before and between sessions; prepared a proposal for potential suicide prevention projects to present to peers for feedback and suggestions; learned and shared best practices; understood and explored how funding opportunities from CHNA 15 can support programs that could be implemented in communities; and earned CEU's (LICSW and LMHC).

The *Facilitated Learning Community Symposium on Suicide Prevention and Response* was facilitated by Jon Mattleman, MS.

Our third Learning Community Symposium focused on ***Massachusetts Youth Risk Behavior Survey (YRBS) Results: Getting Our Message Heard and Implementing Programs to Address Priority Needs***. This Learning Community Symposium met three times for 2-hour interactive meetings in which participants reviewed data and assessed community need and readiness; completed assignments before and between sessions; prepared a workplan for implementation for participant feedback, learned and shared best practices; understood and explored how funding opportunities from CHNA 15 can support programs that could be implemented in communities; and earned CEU's (LICSW and LMHC). Participants also had the opportunity to schedule a fourth meeting in their community to work individually with the facilitator for assistance in launching the workplan they develop.

The *Facilitated Learning Community Symposium on MA YRBS Results* was facilitated by Jon Mattleman, MS.

**Trainings:** Selection of special CHNA 15 trainings is a direct result of member suggestions/requests. This year one trainings was selected.

**Cultural Competency:** As a follow-up to our FY'2017 Training on ***Cultural Proficiency***, CHNA 15 sponsored a free workshop entitled ***Implicit Bias***. Description: ***Implicit biases are our unconscious associations that generate feelings and attitudes about other people based on race, ethnicity, age, gender and other identity traits. We all have biases that we are unaware of, and they significantly impact how we interact with others, personally and professionally. This workshop will introduce participants to the concept of implicit bias, what it is, how it develops, its impacts, and research---based debiasing strategies.*** This workshop was presented by Susan Naimark. Susan is a part-time faculty at the University of Massachusetts, Boston, School of Education, an affiliate trainer with [Teachers 21](#) and [Interaction Institute for Social Change](#), and serves as co-chair of the board of directors of [Community Change, Inc.](#), a Boston-based racial justice education and organizing group.

## Healthy Community Resource Forums

CHNA 15 Healthy Community Resource Forums, formerly referred to as General Meetings, provide an opportunity for representatives from our member agencies to come together to network, share resources, discuss challenges, problem solve together, hear timely presentations, and plan. Members are encouraged to invite colleagues to general meetings.

### **September 2017 Healthy Community Resource Forum:**

In September, CHNA 15 invited Alison Cservenschi, Director, Bedford Council on Aging to lead an important health care planning discussion called *Honoring Choices*.

This presentation was very well received, and members felt that the information provided was helpful.

### **November 2017 Healthy Community Resource Forum:**

The November Forum featured an overview of CHNA 15 grant opportunities, and served as the Information for two new grant opportunities. CHNA 15 invited Emily Bhargava, consultant, to help to review upcoming grant opportunities, provide grant-writing tips and facilitate breakout sessions. Emily provided Grant Writing Tips. She shared her Tips and Tricks for Grant Writing Worksheet which is available on the CHNA 15 website: [www.chna15.org/grants](http://www.chna15.org/grants).

### **March, 2017 Healthy Community Resource Forum:**

In March, CHNA 15 invited Deborah Garfield, SC member and Director of Clinical Services at the Eliot Center to facilitate a panel on: ***Substance Use at Different Ages and Stages: A panel of perspectives in response to the crisis within CHNA 15 communities.*** The goal of the panel was to bring people together to talk about what they are doing in their ongoing response to the issue we have been discussing.

Panelists:

Saad Dinno, RPh, FIACP - Acton Substance Abuse Coalition

Samantha Reif, LICSW, Health and Recovery Coordinator, Wilmington Police Department

Jen Clarke, Concord Carlisle Youth Services

Alia Toran-Burrell, Jail Diversion Coordinator/Clinician, Eliot Community Human Services

## CHNA 15 Funding

Funding from local hospitals is the primary source of income for CHNA15. The Steering Committee is judicious in its responsibility as fiscal managers for CHNA 15. Their focus is on due diligence, thoughtful allocation of funds, and careful long-term planning.

- **DoN Funding to CHNA 15:** Grants from Lahey Hospital and Medical Center, and Winchester Hospital. We are appreciative of all of these grants as they enable CHNA 15 to continue its work in the twelve communities we serve.
- **CHNA 15 funding provided to agencies and individuals** (See *Showcase 2018* report for descriptions of Healthy Community Planning Grants, Collaborative Grant, Training and Professional Development Grant, Capacity Building Grant and MiniGrant programs and projects):
  - **Healthy Community Implementation Grants:** \$60,000 awarded for two Healthy Community Planning Grants to Boxborough and Carlisle.
  - **Collaborative Grants:** \$65,463.43 awarded for three Collaborative Grants to Bedford Council on Aging, First Connections, and Social Capital Inc.
  - **Multi-Year Grants:** \$44,900 awarded for three Multiyear Grants to Domestic Violence Services Network, Minuteman Senior Services and the Town of Lexington.
  - **MiniGrants:** \$81,777 was awarded for fourteen (14) MiniGrants to: Acton Health Department, Brio Integrated Theatre, Concord Health Department, Center for Parents and Teachers, Grow a Strong Family, Lexington Health Department, Lexington Youth and Family Services, Ivy Child International, Minuteman Senior Services, North Suburban WIC, Open Table, Saheli, Social Capital, Inc. and Winchester Multi Cultural Network.
  - **Training and Professional Development Scholarships:** Annually CHNA 15 awards scholarships of up to \$1,000 to agencies to train their staffs or to provide community trainings and up to \$300 for individuals to attend trainings/conferences. Thus far this year seven individual scholarships, and six agency scholarships have been awarded totaling \$7,365. Scholarship funds remain available.

- **Capacity Building Grants:** Annually CHNA 15 awards Capacity Building Grants of up to \$2,000 to agencies to build capacity or to respond to a community health need. The broad definition of capacity building may include development of small projects, marketing, fund raising, consultant support, etc. Thus far this year, three Capacity Building awards totaling \$5,063.07 were awarded to AB Cares, Friends of the Reuben Hoar Library, and Wilmington Public Schools. Capacity Building Grant funds remain available.
- **Janice S. Hanson Award for Healthy Communities Initiatives:** Last year, the fourth annual Janice S. Hanson Award for Healthy Communities Initiatives was presented to Carla Olson, Bedford Healthy Communities Coordinator. The Award is given to continue the work for which the recipient has received CHNA funding. Carla's award was used by Bedford Youth and Family Services towards efforts to support the services provided to the Town of Bedford, which were developed as part of their successful Healthy Community Planning and Implementation Grant.

### Action Teams, Special Projects

In an effort to respond to member and community needs and to strengthen and enhance the effectiveness of administration and leadership, CHNA 15 has undertaken several new projects and organizational tasks this year. Appreciation is expressed to all those who participated and gave their time to make these efforts possible. Their work has created a better, more well-managed and planful CHNA 15.

- **Assessment and Evaluation Action Team:** In an effort to keep the CHNA 15 Community Health Assessment Report current, CHNA 15 began the process of updating the 2011 report. An Assessment and Evaluation Action Team was formed to guide the process. The Assessment and Evaluation Action Team determined that, rather than complete a full update of the assessment, an update on one specific focus area would be developed regularly. Each update would either respond to an area of interest, would focus on CHNA activities, or be related to an emerging need in the region. The fourth update will be the development of the *CHNA 15 Demographics and Resources for Underserved Populations* that will be released in the fall. The Assessment and Evaluation Action Team is also charged with, reviewing and advising on changes to project reporting.
- **Training, Outreach and Education Team:** A Training Outreach and Education Committee was established to help plan Healthy Community Resource Forums, Community Trainings, Showcase and Annual Meeting. The team strives to develop CHNA programming that is relevant, educational and that engages additional members.
- **Grants Task Force:** As part of our continued effort to support members in the development of proposals re projects that will succeed as well as to improve grant writing skills, a Grants Task Force worked throughout the year. Their work included a review of the MiniGrant RFP and score sheets, review of the Capacity Building application and score sheet, advisement on grant review processes, and more. The Grants Task Force also worked with Emily Bhargava on the development of applications for future grant opportunities.
- **Messaging and Marketing Action Team:** The Messaging and Marketing Action Team continues to help develop messaging for CHNA 15. This year the Messaging and Marketing Action Team also worked on outreach efforts to increase CHNA 15 membership and to support the work of the Nominating Committee.
- **Operating Principles Task Force:** CHNA 15 Operating Principles must be reviewed every three years. An Operating Principles Task Force was created and met to review current operating principles and to develop recommendations to bring to membership for approval.

### Ongoing Networking and Member Agency Support

Regularly published ListServ emails and the CHNA 15 website, [www.CHNA15.org](http://www.CHNA15.org), promote a wide variety of CHNA 15 and member agency activities.

CHNA 15 work is supported by a variety of people and organizations important to our success. They provide us with many valuable resources, meeting spaces, and collaborative opportunities. We appreciate all their support. They include the following:

- Technical assistance and consultation services provided by Emily Bhargava.
- Staff at the Massachusetts Department of Public Health
- Our funders: Lahey Hospital and Medical Center and Winchester Hospital
- Our fiscal sponsor, Minuteman Senior Services
- Lahey Hospital Community Relations Department
- Grant reviewers
- Providers of Meeting Space: Concord Children's Center, Concord Health Department, Minuteman Senior Services, Town of Acton Health Department, Town of Acton Police Department, Town of Burlington: Grandview Farm, and Town of Lincoln
- ROMP Web Services