



Chelsea Wellness Coalition Meeting
January 9th, 2014 @ 6 pm
Atrium B Chelsea Community Hospital

Agenda: Jan, Feb, Mar is the quarter we develop the Y3 Comprehensive Wellness Plan

Topic	Time	Desired Outcome
Introductions	5 minutes	Welcome newcomers!
Topic 1: Brief reports of Y2 Interventions <ul style="list-style-type: none"> ○ Intergenerational Garden ○ Healthy Grocery Store ○ Farmers Market ○ Healthy Restaurant ○ Kids Cooking Camp ○ Heart & Sole ○ Run for the Rolls ○ Community Read ○ Volunteer Chelsea ○ Wild about Summer Camp ○ Mobil Arts ○ SRSLY 	5-10 minutes for each	Build awareness of Y2 interventions in preparation of Y3 planning. <ul style="list-style-type: none"> ○ Major accomplishments ○ Measures & data for effectiveness ○ Key learnings ○ Any setbacks ○ Should this intervention be continued <i>Note – everyone should read the reports prior to the meeting and come with questions</i> Reports are located www.5healthytowns.org , scroll to bottom of page, select Coalition Documents for Chelsea, select 2. Intervention Reports
Topic 2: Name of the Coalition Suggestions to date are: <ul style="list-style-type: none"> <input type="checkbox"/> Chelsea Wellness Coalition <input type="checkbox"/> 5 Healthy Towns Chelsea Coalition <input type="checkbox"/> Be Well <input type="checkbox"/> Get Moving <input type="checkbox"/> 5 Healthy Towns Chelsea <input type="checkbox"/> 5H Chelsea Community Coalition 	10 minutes Narrow options, vote, build consensus	Consensus decision on the name of the coalition
Topic 3: Focus of the Coalition Suggestions to date are: <ul style="list-style-type: none"> <input type="checkbox"/> Infrastructure <input type="checkbox"/> Friends & Family Wellness <input type="checkbox"/> Excite, Awareness <input type="checkbox"/> Workplace Wellness <input type="checkbox"/> Obesity <input type="checkbox"/> Mental Health <input type="checkbox"/> Substance abuse 	20 minutes Narrow options, vote, build consensus	Consensus decision on the focus of the coalition (1-3 focus areas)
Preview of next three meeting: February 6 th – Public meeting to generate list of potential interventions for Y3 Plan March 6 th – Review and prioritize list of interventions for Y3 Plan, identify lessons learned and other key points for Y3 Plan April 3 rd – Final review to Y3 Plan, submit plan to CWF on April 8		
Between Meeting working groups : if you want to join a group, email the leader 1. Publicity for Feb meeting - lead by Shawn Personke (SPersonke@silvermaples.org) 2. Draft Member handbook – lead by Ruth VanBogelen (ruth@5healthytowns.org) 3. Y3 Plan Document – lead by Lori Kintz		

We will also have a poster sheet up for:

- Upcoming Community Events
- Congratulation a Coalition member for a job well done!
- Parking Lot – accumulating ideas & to-do lists for the coalition



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Approval Process for Comprehensive Wellness Plan

Step	Date	Comments
Submit Plan to CWF	April 8	
Amy, Matt review plan	Between April 8 and May 7th	Expect feedback needing a response from the coalition.
CWI & grant committee review	May 7th	Expect feedback needing a response from the coalition
CWF BOD approval	TBD, because May 26 is holiday	
Grant proposals due	June 6th	Submit the application on line, Matt or Ruth can help you with it. Takes 30 minutes or less.
Grant committee meeting	June 13th	
Letter to fiscal agent	June 16	Fiscal agent returns signed letter
Check to fiscal agent	June 26th	If signed letter is received by June 25