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| *C:\Users\jim.connelly\Desktop\NJHC Mini Logo2 (5).jpg*  **Use this form at every workgroup meeting (in-person/by phone). Send a completed copy via email to** [**catherine.connelly@njhealthmatters.org**](mailto:catherine.connelly@njhealthmatters.org)**. This form will be used to provide updates to the action plan, evaluation metrics, and to update our website.** | | | **Workgroup County/Name/Date** | |
| County/Workgroup: Sussex/Access to Care  Meeting Date: June 22, 2017 | |
| **Sign-in Sheet/Attendees** | | | | |
| Name: |  | Organization: |  | Email (if new group member or new email address): |
| Maureen Cianci |  | NMC – Community Health |  |  |
| Carol DeGraw |  | United Way of Northern New Jersey |  |  |
| Diane Friedberg |  | Sussex County Division of Senior Services |  |  |
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Actions Taken Since Last Meeting:

1. Survey script was revised.

2. Surveys were done at NJCEED on January 20, February 17, March 20, March 30, April 17, and April 29. In total, 50 surveys have been completed.

3. Maureen arranged for Zufall to come to NMC to do two days of ACA sign ups. Four people came.

Action/By Who: Barbara Sanders, Maureen Cianci, Robin Ennis, Pam Madzy, Nick Kapetanakis, Carol DeGraw, Trixie Thibodeau (NMC), and Diane Bates (NMC)

Need to Make Updates to Action Steps (Identify Action Step being **revised** or mark as **NEW**)

**NEW** – Analyze surveys

Action/By Who/By When:

1. Diane will set up an Excel spreadsheet in which data will be inputted.

2. Maureen will arrange for a volunteer to do data input.

3. Target completion date is July 13, 2017 Sussex Health Coalition meeting.

Need to Make Updates to Strategies or Metrics

\_\_\_\_ Yes \_\_X\_\_ No If yes, please list updates below:

Need Data, Research or Technical Support

\_X\_\_\_ Yes \_\_\_ \_\_ No If yes, please specify need: \_\_We need assistance inputting and analyzing data, as Workgroup members do not have that expertise. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Key Decisions, Notes, Meeting Summary:

At July 13th meeting we will decide if additional surveys should be done, and what analysis to date reveals. Does it give us what we need to begin formulating an intervention plan?

Next Workgroup Meeting (Date, Time, Place): \_\_Access to Care Workgroup will meet from 2:00 to 3:00pm on July 13, 2017, after Sussex Health Coalition meeting. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_