

FACILITATOR

Kayla Johnson, Program Coordinator/Planner, Huron County Public Health (HCPH)

PARTICIPANTS

1. Kayla Johnson, Huron County Public Health
 2. Gracyn Shupp, Huron County Public Health
 3. Rebecca Riley, Huron County Board of Developmental Disabilities
 4. Kamaria Wilson, Mercy Health
- Via TEAMS:
5. Jana Smith, Mercy Health
 6. Mindy Birkholz, GLCAP
 7. Amy Palsa, Bellevue Parks and Rec
 8. Brad Kraft, Norwalk City Schools
 9. Will Snyder, Western-Reserve Local Schools
 10. Dr. Kristin Kaple-Jones, Monroeville Schools
 11. Steve Beal, Huron County Senior Enrichment Services
 12. Neighbor-to-Neighbor Food Pantry, Jane Antill

AGENDA

- ❖ **Introductions**
 - Sign-in/Roll Call
- ❖ **Review CHC's Vision, Mission, and Logo**
- ❖ **CHC Q1 Announcements**
- ❖ **Q1 Project Updates**
 - 2023/2024 Sustained CHC Projects
 - "Updated" FY25 Selected CHC Projects and Funding Allocation
- ❖ **Healthy Eating and Active Living: Policy, Systems, and Environmental (PSE) Change Assessment and Planning Tool**
- ❖ **Active Transportation (AT) Plan Tracker Updates**
- ❖ **Norwalk Nourishing Community Garden Updates**
- ❖ **FY26 Project Proposals**
- ❖ **Group Sharing/Discussion**
- ❖ **2024 End of Year CHC Coalition Assessment Survey**
 - Survey Monkey
- ❖ **Group Sharing/Discussion**

MEETING MINUTES



The Huron County Creating Healthy Communities (CHC) Committee met on Tuesday, September 10, 2024, in-person and through TEAMS for the 2025 Q1 Meeting. Kayla Johnson began at 9:35 AM. Kayla welcomed the committee members, started with a roll call (11) total members were in attendance and reviewed the meeting agenda.

CHC REVIEW

Kayla presented several key updates to the attending CHC members using PPT slides. She reviewed the CHC's vision, mission, and introduced the updated logo. With the commencement of the new 2025-2030 CHC grant cycle, the requirements from ODH were discussed, including project proposal deadlines and funding reimbursement dates for FY25. The coalition is considering various formats for future meetings, and a survey has been sent to all members for feedback. Kayla provided updates on sustained and FY25 projects. The active living assessment for 2025 was outlined, focusing on census tracts 9162 and 9163, along with healthy eating assessments for all of Huron County. The successful harvest of the Norwalk community garden and its potential for increased community engagement were also highlighted. She reminded members to continue sending ATP tracker updates and reviewed the tracker as detailed in the PPT slides.

Kayla also shared the FY26 project proposal requirements, which included a PPT template and submission deadline. She mentioned that an email would be sent to all members with the requirements, template, and instructions for submissions. Project proposals will be discussed during the FY25 Q2 meeting. Lastly, a group discussion was held to explore current healthy eating and active living projects, identify any assistance needed, and discuss potential funding sources. Members were encouraged to provide feedback through a Survey Monkey link or QR code sent via email, as shown in the PPT slides for the "End-Of-Grant Cycle (2020-2024) CHC Coalition Survey." This survey is crucial for planning how future CHC meetings will be conducted with the start of the new 5-year grant cycle.

CHC Q1 ANNOUNCEMENTS

FY25 CHC Coalition Meetings:

A *tentative* coalition meeting invite has been sent out through Outlook for Q2-Q4. Kayla mentioned that any changes will be determined by the end of year member survey results.

- Q2 Coalition Meeting, March 25, 2025: ***FY26 Project Proposals will be presented***.
- Q3 Coalition Meeting, June 10, 2025
- Q4 Coalition Meeting, September 9, 2025



FY25 Program Report Due Dates:

The Ohio Department of Health (ODH) requires quarterly FY25 CHC project report updates to be submitted. Kayla will reach out to partners for any updates prior to the following dates:

- Q1 Program Report Due January 10, 2025
- Q2 Program Report Due April 10, 2025
- Q3 Program Report Due July 10, 2025
- Q4 Program Report Due October 10, 2025 (Final report)

FY25 CHC Equipment Purchase Receipts Due:

- **Deadline- March 10, 2025**
- All paid project equipment itemized invoices must be submitted to CHC Coordinator by this date to receive grant funding reimbursement.

CHC Resources:

- **Coming Soon! Huron County Public Health Website: Photo Collage of CHC Projects to Date-** Huron County Public Health (HCPH) is updating its Creating Healthy Communities (CHC) website to showcase photos of all active living and healthy eating projects completed from 2020 to the present.
 - Partners and residents can view this information by visiting Huron County CHC Projects, <https://www.huroncohealth.com/creatinghealthycommunities> and scrolling to the bottom of the CHC page.
 - Kayla noted that the page is under development by the Huron County CHC Coordinator and the HCPH Public Information Officer. The go-live date is to be determined (TBD).
- Monthly CHC Newsletters will start again based on end of grant cycle survey results. In the meantime, Kayla will continue to keep members updated via email and during quarterly meeting with funding opportunities, upcoming webinars, and news resources related to healthy eating and healthy eating.

Q1 SUSTAINED PROJECTS

City of Willard Park (Slide) FY23:

Kim Williams from the City of Willard updated that the existing slide was sold on govdeals.com. The winning bidder removed the old slide, and the area will likely become a green space for

now. The new slide will be installed next to the baseball fields during spring/summer of 2025. Kayla will provide additional updates during the 2025 Q2 meeting.

City of Willard Kiddie Land (Spinner) FY24:

Kim Williams from the City of Willard Parks and Rec provided an update on the Kiddie Land renovation project, which will feature a new inclusive spinner. All equipment has been received. Potential groundbreaking is expected in spring of 2025. Kayla will provide updates during the 2025 Q2 meeting.

Q1 FY25 PROJECTS

1) City of Willard, Woodbine Park (Multi-year):

CHC was asked to sponsor a portion of the cost for a multi-year park renovation project located in one of the highest Social Vulnerability Index (SVI) areas:

- Inclusive equipment piece
- Inclusive table/seating

The park currently has old and damaged play equipment that is no longer safe and remains a hazard. Woodbine Park is located within census tract 9163 (highest SVI score in Huron County) and is within the Willard area.

(Updated) Cost of CHC sponsorship for first year would be **\$11,035.54**.

#1 Project Status

- ✓ Partner contract signed- Completed
 - ✓ Pre-photos collected- Completed
 - Establish project goals and timeline- In progress
 - ✓ Pre-assessment- Completed
 - Community residents voted on their favorite inclusive equipment piece and bench/table during the 2024 Huron County Fair using a feedback board.
 - Order Equipment- Not completed
- 2) ***Update*** After further review, the original selected active living project #2 for FY25, "Park Hydration Stations" for the Greenwich parks/ball field were an **unallowable** primary strategy per ODH. ODH recommended focusing on behavior change related to physical activity rather than hydration alone. Hydration stations are allowable as a secondary supporting strategy.

See project replacement below

“New” Village of Greenwich, Bike Infrastructure:

CHC was asked to sponsor a portion of the cost for a project located in one of the highest Social Vulnerability Index (SVI) areas:

- (1) New hydration system
- (2) Bike racks
- Crosswalk materials and signage

CHC will be partnering with the Village of Greenwich, Greenwich Library, and the Greenwich Improvement Group (GIG). The focus will be on bike infrastructure improvements at the Huron County Public Library and the Greenwich Grand Slam park located in Greenwich.

Greenwich is located within census tract 9164, one of the highest SVI areas within Huron County.

(Updated) Cost of CHC sponsorship for first year would be **\$11,035.54**.

#2) Project Status

- ✓ Partner contract signed- Completed
 - ✓ Pre-photos collected- Completed
 - Establish project goals and timeline- In progress
 - ✓ Pre-assessment- Completed
 - Community residents voted on their favorite bike rack (s) to be placed at the Greenwich Library and Grand Slam playground.
 - Order Equipment- Not completed
- 3) ***Update*** After further review, the originally selected healthy eating strategy for FY25, the “Norwalk Nourishing Community Garden” expansion project, has been deemed **unallowable** by ODH. ODH recommended selecting a different project due to the garden being an established success.

See project replacement below

“New” Village of North Fairfield, Neighbor-to-Neighbor Food Pantry:

CHC has been asked to sponsor a portion of the cost for a multi-year pantry renovation project located in North Fairfield, near census tract 9164 (Greenwich), one of Huron County's highest Social Vulnerability Index (SVI) areas. The project includes:

- (2) Refrigerators

- (4) Carry-out Carts
- SWAP Nutrition system/guideline
- Pantry logo and signage

CHC will partner with the Neighbor-to-Neighbor Food Pantry, North Fairfield Methodist Church, and North Fairfield Township.

The focus will be to expand and improve food availability. We will implement pantry improvements and develop a comprehensive food bank nutrition policy using the SWAP Assessment Tools Toolkit by the end of the first year. This initiative aims to increase access to fruits and vegetables. Data will indicate a 10% increase in residents' food access through enhanced food and beverage offerings that meet food service guidelines during the first year.

(Updated) Cost of CHC sponsorship for first year would be \$5,000.

#3) Project Status

- ✓ Partner contract signed- Completed
- ✓ Pre-photos collected- Completed
- Establish project goals and timeline- In progress
- Pre-assessment- In progress
 - Gather pantry usage data prior to improvements.
 - Analysis of local food insecurity statistics.
 - Survey community residents on current pantry layout and resources
- Order Equipment:
 - (2) Refrigerators- Completed and installed
 - (4) Carry-out Carts- In progress
 - SWAP Nutrition system/guideline- Not completed
 - Pantry logo and signage- Not completed

HEALTHY EATING AND ACTIVE LIVING: POLICY, SYSTEMS, AND ENVIRONMENTAL (PSE) CHANGE ASSESSMENT AND PLANNING TOOL:

1. Active Living - Census Tracts 9162 & 9163: The assessment will focus on southwest Huron County, specifically Census Tracts 9162 and 9163, which are part of an Ohio Health Improvement Zone. This initiative aims to enhance active living in the area. Partners will be invited to participate in the assessment process using the Active Communities Assessment



Tool and assist with Section 3 (Taking Action). A meeting with partners is planned for the beginning of the year to review the assessment tool and initiate the process.

2. Healthy Eating - All Huron County: Huron County Public Health (HCPH) will conduct a county-wide assessment in FY25 to evaluate healthy eating habits across Huron County. Partners will be invited to participate in this assessment using the Voices for Food, Community Assessment Tool. A meeting with partners is scheduled for the start of the year to review the assessment tool and begin the initial steps of the process.

Kayla stated that both assessments will give Huron County CHC and partners a better understanding of the gaps and needs related to healthy eating and active living. This will help identify the types of initiatives needed in the community, determine the best geographic areas to focus coalition efforts, and guide the selection and implementation of effective CHC strategies for the next four years.

ACTIVE TRANSPORTATION PLAN (ATP) TRACKER UPDATES

Kayla conducted a review of the ATP tracker layout via PPT slides with coalition members. There are no current updates at this time. She reminded members that we are entering a 10+ year infrastructure improvement timeline and should continue to provide her with any updates. Kayla will maintain communication with CHC members to provide ATP updates and conduct quarterly reviews during CHC meetings moving into FY25.

NORWALK NOURISHING COMMUNITY GARDEN UPDATES

1. Kayla presented updates on the Norwalk Nourishing Community Garden concluding the FY24 growing season, located next to the HCPH building in Norwalk, through a series of PPT slides. Below is a summary of the recent updates:
 - ✓ Fall garden clean-up- **Completed**
 - ✓ Winterize garden- **Completed**
 - Approximately 330.27 lbs. of produce logged and donated to the community.
 - (2) apple trees have died and will need replaced with either strawberries or blue berries next Spring.
 - A variety of herbs will be offered again next spring.
2. Electric Composting: Kayla reviewed the following via PPT slides: the implementation of an electric composting system for Huron County Public Health (HCPH) in Winter/Spring 2025. The compost produced will be shared with local community gardens, used for indoor plants at the health department, and distributed to employees for their home plants. Additionally, the compost will support educational gardening projects in partnership with schools and community centers. To reduce waste, staff will be encouraged to bring in their kitchen scraps for composting.
3. Indoor Greenhouse – Starter Plants: She also reviewed the following via PPT slides: plans for an indoor greenhouse to start seedlings during the winter, including vegetables, herbs, and



flowers for spring transplantation. The initiative aims to create and distribute starter plant trays to residents, promoting gardening and community engagement. Educational workshops on indoor gardening and composting will be hosted to teach sustainable practices. Gardening will be integrated into wellness programs for staff and the community, highlighting its therapeutic benefits for mental and physical health.

4. Temporary Garden Signage and Recipe Box: Lastly, Kayla reviewed the temporary garden signage created to give residents an interactive connection in the garden using QR codes. These signs will be placed again next year to help educate residents on recognizing what is currently growing in the garden, determining when it is ready to be harvested, and learning how to harvest properly. Residents are encouraged to look for the colored (STOP, WAIT, and GO) signs throughout the garden before harvesting.

Over 50 recipe packs were circulated, and new recipe packs will be distributed next Spring. The recipe box was purchased with leftover 2023 CHC funds, and the recipe card packs were created using current produce from the garden. Residents can scan the QR code to share their favorite recipes by email to be featured in future recipe packets.

FY26 PROJECT PROPOSALS

During the meeting, Kayla Johnson reviewed the PPT that detailed the project proposal guidelines and template. It was emphasized that proposals must be centered on active living or healthy eating, and submissions outside these focus areas will not be considered. For a list of approved strategies, attendees were advised to refer to the CHC Strategy Guide, which can be found in the Q2 CHC outlook calendar invite attachment. Those interested in presenting were instructed to email their completed PPT to CHC Coordinator, Kayla Johnson, at kjohnson@huroncohealth.com no later than Monday, March 03, 2025. Partners will be given 5-10 minutes to share their project proposals during the Q2 meeting.

GROUP SHARING/DISCUSSION

During the group sharing and discussion segment, Kayla opened the floor for feedback on several key topics. She sought input on the following questions:

- What is your organization working on related to healthy eating and active living in 2025?
- What assistance, if any, do you need?
- Support with searching and writing for grants
- What types of funding sources are you looking for?
- State-level resources available for active and healthy living

(Steve): shared that his organization is seeking grant funding as they currently serve almost 400 people lunch Monday through Friday and have a waiting list of around 30 people depending on the day. To eliminate the waiting list, they need to hire a new driver and fund the cost of meals for a year, requiring about \$50,000 annually. If they can secure funding for the first year, they

will work on finding ongoing funding in the future. The challenge is that most grants are for new programs and often for food that needs to be prepared, rather than for existing programs providing prepared meals. Steve appreciated any help or ideas that could be provided.

(Jana/Kamaria): Mercy Health is working on creating and offering cooking classes in the Willard area. Kayla mentioned getting in contact with the Willard Community Garden as a fresh produce resource. Jana from Mercy Health requested the address for the community garden, which Kayla said she would send via email. Additionally, Mercy Health is working on creating a blessing box to be located right outside the Willard Mercy Hospital emergency department, with hopes to have it operational by the end of 2024.

2024 END-OF-GRANT YEAR/GRANT CYCLE SURVEY

During the meeting, it was announced that the End-Of-Grant Cycle (2020-2024) CHC Coalition Survey is now open. Kayla sent out the survey link via email, and members were encouraged to visit the SurveyMonkey link provided (<https://www.surveymonkey.com/r/GMTTWL7>) to complete the survey, which takes approximately 10-15 minutes. The survey will close on January 6, 2025, and its purpose is to help outline how meetings will be conducted in the new 5-year grant cycle.

Additionally, a CHC Member Clean-Up was discussed. Members who have not attended or participated in at least one CHC meeting (in-person or virtually), a CHC project, or completed the End-Of-Grant Cycle survey by the deadline will be notified and removed from the coalition. They may choose to rejoin in the future if they wish.

QUESTIONS/COMMENTS:

No additional comment or questions.

ACTION ITEMS/UPCOMING EVENTS:

- 2024 end-of-grant year/grant cycle survey will close 01/06/2025

Q2 Coalition Meeting, March 25, 2025: *FY26 Project Proposals will be presented*

