SCHOOL BASED HEALTH CENTER ADVISORY COMMITTEE (AD HOC COMMITTEE)
Minutes of Meeting *(Final)* Date: November 19, 2019 Location: The Exchange, Farmington

Participation: Ann Gionet, Debbie Poerio, Christine Velasquez, Melanie Wilde-Lane, Mary Cummins, Andrea Duarte, Sharon Bremner, Sue Peters, Jill Brown, Heidi Caron, Rita Crana
Phone Participation: Leslie Balch, Stephanie Knutson, Steve Hernandez, Carol Vinick, Abigail Paine
Absent: Judy Kanz, Lucia Goicoechea-Hernandez, Dr. Robert Dudley, Debbie Chameides, Melanie Bonjour, Alice Martinez, Nina Holmes, Dana Robinson-Rush

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| 1. Introductions/Approval of Minutes | • Approved Minutes from 9.24.19 (Melanie Wilde / Sharon Brenner)  
• Rita Crana was marked absent on the 9.24.20 minutes but she was on the phone.  
• Abstain: Abigail Pane, Stephanie Knutson, Heidi Caron | Edit 9.24.19 minutes to reflect R. Crana phone participation |
| 2. DPH Updates | • Susan Roman named Deputy Commissioner of DPH | |
| 3. CASBHC Update | • Legislative Advocacy work  
• Review needs of organization and announce open position in 2020 | |
| 4. Vacant Membership Seats | • Family Advocate or parent position- description of position and time commitment  
• Design flyer | |
| 5. Annual Report | • Minimum Standards – Melanie Wild-Lane  
• Billing – Melanie Bonjour  
• Membership/Orientation – Debbie Poerio | Submit draft no later than December 13 to Debbie P. |
| 6. 2020 Focus Areas | • New members on the advisory have provided a wealth of knowledge to the group  
• Partnerships with other agencies has been very important.  
• Orientation packets will be created and possibly include a 1 pager.  
• Should there be more frequent meetings? | |
| 7. Next Meeting Date and time | • Week of December 16, 2019  
• January 21, 2020 1:30-3:30 Location TBD  
• Adjourned (Rita Crana/Sharon Bremner) | Christine V. to send out doodle for week of December 16th. |

Respectfully Submitted, Christine Velasquez