



Town of Reading Meeting Posting with Agenda

RECEIVED

By Town Clerk (RK) at 11:42 am, May 15, 2023

2018-07-16 LAG

Board - Committee - Commission - Council:

Board of Health

Planning Committee

Date: 2023-05-24

Time: 12:00 PM

Building: Virtual

Location: Zoom

Address:

Agenda:

Purpose:

Attend Community Health Needs Assessment Meeting on Zoom

Join Zoom Meeting - <https://us02web.zoom.us/j/89566892304>

Meeting Called By: Pear Associates LLC

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.

Topics of Discussion:

Meeting Focus:

a. *Discuss focus groups*

b. *Planning progress update*

1. Focus Groups – proposed questions, where/when, and recruitment plan

- 4 focus groups with 5-8 people per group (no more than 10 people)
- Sessions to be held in June 2023
- ❖ **Older adults/Seniors** (consider engaging Reading Neighbors Network and Elder Services/Pleasant St. Center)
- ❖ **Reading Residents by topics of interest** (consider engaging the Volunteer Board, PAIR – including disability perspective as well)
- ❖ **Municipal Officials** (departments working on health and wellbeing-related issues)
- ❖ **Parent/Teacher Group, Youth Group** (including early childhood perspective as well)

2. Progress Update – Interview Status

- COMPLETED: Finalize interview list
- COMPLETED: Create email draft for introduction and scheduling purposes – Pear will draft
- COMPLETED: Identify the best rep from Reading Planning Team to send email introductions for scheduling (Pear will handle scheduling) - Ade will assist

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



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- COMPLETED: Draft interview guide – 30-minute, virtual interviews, confidential format, goal is to identify themes, we can quote a participant with permission – Pear will draft guide and share with Planning Team for feedback via email
- IN PROCESS: Schedule/conduct interviews with key leaders – May 22nd – June 7th

Join Zoom Meeting

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Meeting ID: 895 6689 2304

One tap mobile

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+13052241968,,89566892304# US

Dial by your location

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+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

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