



Town of Reading Meeting Posting with Agenda

RECEIVED
By Town Clerk GP at 2:50 pm, Jun 08, 2023

2018-07-16 LAG

Board - Committee - Commission - Council:

Board of Health

Planning Committee

Date: 2023-06-14

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:

Join Zoom Meeting

<https://us02web.zoom.us/j/89566892304>

Meeting ID: 895 6689 2304

One tap mobile

+13017158592,,89566892304# US (Washington DC)

+13052241968,,89566892304# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+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

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

Meeting ID: 895 6689 2304

Find your local number: <https://us02web.zoom.us/j/89566892304>

See Agenda Below

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.



Town of Reading Meeting Posting with Agenda

Town of Reading
CHNA/CHIP Planning Team Meeting
June 14, 2023, from 12:00-12:30 PM

Meeting Agenda

Meeting Focus:

- a. *Reflection on preliminary findings from leader interviews*
- b. *Review proposed thematic areas/questions for focus groups*
- c. *Planning progress update*

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)

Progress Update – Engagement Phase for CHNA

- 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
- 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
- COMPLETED: Conducted 10 key leader interviews from May 22nd – June 7th
- In Progress: Focus group scheduling and logistics – June 26th – July 14th
- In Progress: Draft focus group question guide