

MARCH 1, 2017



ANNUAL REPORT

2016

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CHARLES CITY HEALTH COALITION

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EXECUTIVE SUMMARY

Each year the Charles City Health Coalition identifies three to five projects that align with its strategic plan with the hopes of improving the quality of life for county residents. These projects are selected not only from the needs voiced by citizens but also through needs assessments conducted by health organizations. The coalition will continue to measure key indicators and stay abreast of best practices to evaluate whether its projects are helpful, and will continue to refine its efforts.

The 2016 projects were as follows:

- Create a community food pantry – Jackie Stewart, project lead
- Establish community gardens – Carl Frick, project lead
- Increase chronic disease intervention and programming – Kim Blount, project lead
- Establish telemedicine – Daniel Rigsby, project lead

PROJECT OVERVIEWS

Community Food Pantry

Access to healthy food is a challenge for Charles City. Regardless of the reasons, the leading health indicators are higher rates of diabetes, cholesterol and heart disease. To better serve those most in need, the coalition set out to find partners to establish our first community pantry. A copy of the report that details these activities is included at Appendix B.

Community Gardens

Supplementing the community food pantry with fresh fruits and vegetables, teaching children about where these come from and how to cook with them, and encouraging outside activity is a natural next step to any food pantry. Plans continue to establish community gardens at the school, tribal center and Root 5 Family Farms.

Increase Chronic Disease Intervention and Programming

Getting the word out and engaging with citizens can be most challenging in a rural setting. However, our health department has started attending senior citizen and community events to offer blood pressure and other health screenings. This outreach has been very well received and we look to other opportunities to engage with the public and provide free screenings and informational materials.

Telemedicine

Telemedicine is a method by which a patient can meet with medical staff for an evaluation over the internet. It is becoming more widely used and is a cost-effective method to increase interaction with patients. Last year, Henrico Mental Health extended telemedicine capability to Providence Forge with plans to extend it into Charles City.

LOOKING AHEAD 2017

In 2017, the coalition is looking to refresh its strategic plan that was originally adopted in 2015. While the goals may not change, new data is available that may help refine what needs to be addressed in addition to other input by coalition member.

In addition, the coalition wants to develop a public engagement strategy to encourage greater participation in community needs assessments. The greater feedback organizations collect, the better we can address the needs. The coalition plans to start with a commitment to provide routine updates to our web page on the county's web site.

SUMMARY

The Charles City Health Coalition is extremely grateful to the Charles City County Board of Supervisors for their continued support and interest in a healthy community, and especially to the Honorable Bill Coad who has served as vice-chair on the coalition. As the coalition grows, so will its capacity to better serve.

Better Together

2016 Healthy Community Indicators: Charles City Health Coalition					
Organization	Calendar Year (except for CCPS)				
	2016	2015	2014	2013	2012
Goal #1: Decrease Obesity through Healthy Eating					
Charles City Social Services					
SNAP recipients	1,326	1,402	1,458	1,544	1,455
TANF recipients	69	78	70	96	125
FeedMore/Senior Connections					
Mobile Pantry at St. Johns clients served	13,200	0	0	0	0
New Kent pantries: Charles City clients served	7,200	Not available	Not available	Not available	Not available
Meals on Wheels: Total meals served	5,871	7,141	9,075	8,115	9,226
Senior Connections Friendship Cafe					
Total seniors served	756	1,145	1,192	1,161	1,158
Goal #2: Increase Physical Activity					
Charles City Parks and Recreation					
Total clients served	Not available	Not available	Not available	Not available	Not available
Children served	Not available	Not available	Not available	Not available	Not available
Adults served	Not available	Not available	Not available	Not available	Not available
Seniors served	Not available	Not available	Not available	Not available	Not available
Goal #3: Increase Access to Healthcare					
Bay Transit					
Total Charles City trips	6,212	7,031	7,073	Not available	Not available
Health	987	919	Not available	Not available	Not available
Chickahominy Health District: Charles City					
Total visits	Not available	Not available	378	658	Not available
Blood Pressure Screenings	145	Not available	Not available	Not available	Not available
Nursing clients	245	226	266	315	287
Family planning visits	182	185	174	189	108
Maternity	15	25	27	14	16
WIC visits	366	481	470	Not available	117
Immunization visits	93	54	75	71	69
Tuberculosis screenings	33	34	34	23	23
Nursing home screening	22	25	27	24	25
Charles City Public Schools					
Total nurse visits	Not reported	727	757	757	788
K-12 nurse visits	Not reported	684	704	Not available	732
Pre-K nurse visits	Not reported	26	33	Not available	36
Head Start nurse visits	Not reported	17	20	Not available	20

2016 Healthy Community Indicators: Charles City Health Coalition					
Organization	Calendar Year (except for CCPS)				
	2016	2015	2014	2013	2012
Goal #3: Increase Access to Healthcare, cont.					
Central Virginia Health Services: Charles City					
Medical encounters	2,555	3,167	3,496	3,916	5,657
Dental encounters	2,000	2,198	2,134	2,145	2,008
Behavioral health encounters	417	238	269	346	553
Total encounters	4,972	5,603	5,899	6,407	8,218
Total patients served	1,864	2,048	2,055	2,288	2,442
Charles City Social Services					
Medicaid recipients	1,500	1,347	1,242	1,262	1,088
Henrico Area CSB - Behavioral Health Services					
Total mental health clients served	159	180	161	160	179
Adults—Mental Health	92	98	82	84	84
Substance Abuse Adults	26	34	28	31	40
Intellectually Disabled Adults	15	19	19	19	24
Youth and Families—Mental Health	30	35	37	28	43
Substance Abuse Youth and Families	1	2	1	3	1
Intellectually Disabled Youth	10	1	6	9	4
Goal #4: Increase Outreach and Awareness of Healthy Living					
Quin Rivers					
Educational programs	289	28	Not available	Not available	Not available
Healthy Families-parenting groups	1	6	Not available	Not available	Not available
Home visits to families	711	24	Not available	Not available	Not available
DV/Sexual Assault Advocacy-adults served	254	37	Not available	Not available	Not available
DV/Sexual Assault Advocacy-children served	103	35	Not available	Not available	Not available
Chickahominy Health Department: Charles City					
Sexuality Transmitted Disease visits	25	28	30	28	46



Charles City Health Coalition 2015-2020 Strategic Plan

Vision:

Healthy people living in a healthy community

Mission:

To improve the length and quality of life of Charles City residents through healthy eating and active living.

The Charles City Health Coalition formed in November 2015 from the merger of the Charles City Health Council and the Let's Get HEALTHY Charles City Coalition. To achieve its overall mission, the coalition has adopted this strategic plan, which includes the following four overarching goals:

- ❖ Goal #1: Decrease obesity through healthy eating.
- ❖ Goal #2: Increase physical activity.
- ❖ Goal #3: Increase access to healthcare.
- ❖ Goal #4: Increase outreach and awareness of healthy living.

Each year the coalition adopts three to five projects to achieve these goals and reports on community-wide metrics that indicate progress in improving community health over time.

The 2016 projects are as follows:

- Create a community food pantry
- Establish community gardens
- Increase chronic disease intervention and programming
- Establish telemedicine

Each member of the coalition has signed-up to work on at least one project. An annual report is presented to the board of supervisors each February.

Charles City Health Coalition: 5-Year Strategic Plan, 2015-2020

Goal #1: Decrease obesity through healthy eating		
Objectives	Action Steps	Completion Date
1. By 2019, 20% of Charles City residents will report an increase in their consumption of fruits and vegetables to 3-5 servings per day.	<ol style="list-style-type: none"> 1. Nutrition education via healthy cooking lessons/demonstrations 2. Educate about nutrition with “Eat this, Not that” presentation 3. Nutrition education campaign to eat more fruits and vegetables 	<ol style="list-style-type: none"> 1. 10/2015 2. 10/2015 3. 10/2015
2. By 2019, 20% of Charles City senior residents will report an increase in resources enabling them to eat healthier.	<ol style="list-style-type: none"> 1. Partner with Senior Connections and VA Cooperative Extension (access to fruits & veggies) 	<ol style="list-style-type: none"> 1. 10/2015
3. By 2019, 20% of Charles City residents will report an increase in access to healthier food options.	<ol style="list-style-type: none"> 1. Create community/school garden to be operated on a regular basis 2. Identify/Establish groups at county fairs promoting gardening 3. Encourage local markets to have healthier options 4. Partner with Atlantic Rivers (green house); Serve Safe Certificate Program with VDH 	<ol style="list-style-type: none"> 1. 10/2015 2. 10/2015 3. 10/2015 4. 10/2015
4. By 2019, 100% of the Charles City food market will have canned fruits and vegetables made available for purchase.	<ol style="list-style-type: none"> 1. Work with local stores to carry healthier foods (start with canned goods then go to fresh) 2. Create a list of approved “healthy” canned goods list. 3. Profit sharing with stores and local markets (who- farmers, citizens, community gardens- extension service) 	<ol style="list-style-type: none"> 1. 10/2016 2. 10/2016 3. 10/2016
5. By 2019, the Charles City School System will serve 75% of all meals meeting “healthy eating standards.”	<ol style="list-style-type: none"> 1. Work with the school system to serve healthy meals to students 2. Establish/set guidelines for what a healthy meal is 	<ol style="list-style-type: none"> 1. 10/2016 2. 10/2015

Charles City Health Coalition: 5-Year Strategic Plan, 2015-2020

Goal #2: Increase physical activity		
Objectives	Action Steps	Completion Date
1. By 2019, 20% of Charles City residents will report an increase in their physical activity to 150 minutes per week.	1. Use one survey to: Identify exercise activities Charles City residents would like to participate in; Determine who uses recreation centers-increase usage %; Increase availability of organized exercise opportunities 2. Fuel up to Play 60: Dairy Council/NFL (funding available); every HS senior (or younger) sets personal healthy living goal 3. Walking Competition among the churches and schools (walk from the East to West coast)	1. 2015 2. 2018 3. 2017
2. By 2019, 20% of Charles City senior & disabled residents will report participation in aerobic exercise activities at least three times per week.	1. Connect with area Agency on Aging (Senior Connections) 2. Establish local senior exercise programs at churches 3. Build new indoor pool- Olympic size	1. 2015 2. Spring 2016 3. 2020
3. By 2019, 20% of Charles City residents will report exercising on either a biking or walking path at least once per week.	1. Increase awareness of biking and walking paths; Incorporate into Walking Competition 2. Develop a public listing of all biking and walking paths 3. Lobby VDOT: create bike-lanes for all road reconstruction 4. Bike-a-thon	1. Spring 2017 2. Spring 2015 3. Spring 2020 4. Spring 2016
4. By 2019, 20% of Charles City residents <18 years of age will report engaging in physical activity with an adult at least once per week.	1. Fit Family Competition-exercise program in Charles City that links adults with children 2. Link with Charles City school system (promoting and sponsoring)	1. Spring 2016 2. Ongoing

Charles City Health Coalition: 5-Year Strategic Plan, 2015-2020

Goal #3: Increase access to healthcare		
Objectives	Action Steps	Completion Date
1. By 2019, 20% of Charles City residents will report having a medical home.	<ol style="list-style-type: none"> 1. Identify the provider of services 2. Increase utilization of Access Now 3. Health screenings and education at fairs (contact health professionals to volunteer) 4. Lay healthcare worker concept 	<ol style="list-style-type: none"> 1. 2016 2. 2018 3. 2018 4. 2018
2. By 2019, 20% of Charles City residents will report an increase in access to area hospitals and regional health centers.	<ol style="list-style-type: none"> 1. Identify & address barriers for residents 2. Increase ratio of providers to population in Charles City 3. Contact/partner with local hospitals & regional health centers (Sentara, HCA, Bon Secours, VCU) 4. More access to Medicaid- more payment base 5. Bring in dentists, mental health, extended providers 	<ol style="list-style-type: none"> 1. 2016 2. Ongoing 3. 2016 4. 2018 5. 2018
3. By 2019, 20% of Charles City residents will report utilization of an established non-traditional access program (connects at risk residents to the healthcare system).	<ol style="list-style-type: none"> 1. Identify non-traditional means of healthcare 2. Inform citizens of lay health promoter concept 3. Lay healthcare worker program established 4. Telehealth 5. EMS- F/U on recently released patients 	<ol style="list-style-type: none"> 1. 2015 2. Ongoing 3. 2017 4. 2017 5. 2017
4. By 2019, 20% of Charles City residents will report an increase in access to transportation for medical appointments.	<ol style="list-style-type: none"> 1. Identify ways to improve the transportation system 2. Connect with Bay transit 3. Connect with Cornerstone for Medicaid 	<ol style="list-style-type: none"> 1. 2017 2. 2017 3. 2017

Charles City Health Coalition: 5-Year Strategic Plan, 2015-2020

Goal #4: Increase outreach and awareness of healthy living		
Objectives	Action Steps	Completion Date
1. By 2019, 50% of Charles City residents will be able to identify at least 4 health benefits that result from eating healthy and exercising regularly.	1. Work through schools with principals, school board, superintendent, cafeteria workers, and school liaison in school systems 2. Promote “9-5-2-1-0” throughout Charles City, e.g., via education & wrist bands. 3. Education campaign involving key leaders to promote healthy eating and active living in Charles City 4. Continue to work with the Charles City Health Council	1. 2018 2. 2016 3. 2018 4. Ongoing
2. By 2019, 20% of Charles City residents will have attended at least one school sponsored health event.	1. Implement school sponsored health events in Charles City 2. Establish exercise programs in different Charles City locations linking adults with children (i.e. Most Fit Family in Goal #2)	1. 2018 2. 2016
3. By 2019, the number of members in the HEAL Coalition will increase by 20%.	1. Prevention coalition- Invite community members to be a part of our coalition 2. Contact youth leaders to be involved in the coalition & lead after school healthy living clubs 3. Town hall meetings for health promotion and updates 4. Go to local stores for social marketing of healthy living (i.e. “sticker stop”) 5. Identify Lay health promoter, church based liaison, tribal community liaison, & senior connections	1. 2015 2. 2015 3. 2016 4. 2016 5. 2016



Establishing A Community Food Pantry

2016 Preliminary Findings

Charles City Health Coalition

Charles City County Health Coalition
Establishing a Community Food Pantry

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Charles City County Health Coalition
Establishing a Community Food Pantry

Executive Summary

Staffing:

Pantry Oversight, Program Manager: Quin River, our Community Action Agency, is seeking grant funds to hire a program manager.



Volunteers: Rev. Vance Jones currently organizes volunteers through the Clergy Conference; other county residents also volunteer.



Facility: Samaria Baptist Church has volunteered to house the pantry.



Operational Costs:

Facility: Samaria Baptist Church has volunteered to house the pantry.



Equipment and Shelving: FeedMore is donating all necessary shelving and cold storage to make the pantry fully operational.



Staffing/Program Manager: Rev. Vance Jones has been volunteering his time as the program manager. Quin Rivers is seeking funds for a part-time position to provide operational assistance. Samaria is considering taking on the role of program manager but will rely on the kindness of the volunteer base Vance has created.



Food Delivery: FeedMore offers free delivery.



Food: FeedMore offers food for at no more than \$0.19/pound. Produce is \$0.04/pound and bakery items are free. Community food drives are also a popular way to help with high-demand items.



Financial Sustainment: Rev. Vance Jones has been working with various churches across the county to establish an adopt-a-month program whereby a church would fund the food purchased for a designated month. Other churches in the county have expressed an interest in the community pantry effort.



Fiscal Agent: Samaria Baptist Church has agreed to serve as the fiduciary agent.



Charles City County Health Coalition
Establishing a Community Food Pantry

Community Partners

The following individuals were consulted to guide and help develop possible options for developing a community pantry in Charles City County.

1. FeedMore – Erin Lingo and Warren Hammonds
2. Director CC DSS – Byron Adkins and Latoya Johnson-Davis
3. Root 5 Family Farms - Jim Cooper
4. St. John’s Church – Rev. Vance Jones
5. Clergy Conference – Rev. Vance Jones
6. CC Health Coalition – Melissa Canaday, chair and Lindsey Johnson, past-chair
7. CCPS Social Worker – Stephanie Leek
8. CC Age Wave Coordinator – Michelle Johnson
9. No Greater Love – Ed Baber
10. Extension office – John Allison and Carl Frick (Community Gardens)
11. Quin Rivers – Dr. Jack Lanier, Gillian Barney and Emily DeCarlo
12. Samaria Baptist Church – Pastor Jay Hurley and Ed Baber
13. Charles City County government – Mr. Floyd Miles and Zach Trogdon

Background

In November 2013, discussion began with Charles City Social Service about the desire to create a community food pantry. Social Services has historically run an ongoing emergency food pantry and a very successful Brown Bag program to serve seniors, supported by [FeedMore](#), the Central Virginia Food Bank and home of Meals on Wheels and Community Kitchen. The Brown Bag program has been discontinued in the county because of changes in food bank regulations that made it difficult for Social Services to continue to manage the program. (Also, food pantries are not a core function of social service agencies in Virginia, but all of them in surrounding localities provide emergency food just as Charles City does.) Charles City County remains [food insecure](#) as defined by the USDA and [Feeding America](#), a national association of food banks. There are an estimated 1,500 Charles City citizens each day that don’t know where their next meal is coming from; that’s one in every five people.

A note about FeedMore: FeedMore is the food bank that serves [central Virginia](#). They distribute donated and purchased foods through “partner agencies” (food pantries, soup kitchens, and other feeding programs) as well as partner with the federal and state governments for the distribution of food through TEFAP – [The Emergency Food Assistance Program run by the USDA](#). Because tax dollars are used to purchase food there are standards for how the food must be distributed to ensure non-discrimination and equitable distribution, and general food safety. Most donated foods are available for a small Shared Maintenance Fee, while purchased foods are available at wholesale cost. FeedMore requires [training](#) for those who run local pantries.

Charles City County Health Coalition
Establishing a Community Food Pantry

What's Needed

Staffing

Pantry Oversight, Program Manager: Capacity and access to resources is a significant challenge in rural Charles City County. Most commonly, non-profits and/or faith based organizations take the primary lead by providing the facility and pantry oversight. There are no existing non-profits in the county that could assume this role within their corporate structure. However, preliminary discussions with [Quin Rivers](#) staff indicate interest in housing a Program Manager to run the pantry. This position would be responsible for overall operations to include but not limited to financial recordkeeping, overseeing the volunteer base, shopping for and picking up food from FeedMore, inventory management, facility oversight, stocking and distribution. (FeedMore training is required for some of these duties.) It should be noted that Samaria Baptist has recently indicated they are willing to champion this effort if funds cannot be secured.

Current status - Quin Rivers has applied for funding to support such a position.

Volunteers: Rev. Vance Jones (St. Johns/Clergy Conference) has already created a good system of recruiting volunteers through the churches to help with the mobile pantry once a month. He also receives help from the non-churched as well as Charles City Public School students during the school year via a civics class. Consideration should be given to using the current system and building on it if necessary.

Facility: In September 2016, Samaria Baptist Church volunteered to host the community pantry although not a lot of details were known at that time. Leading up this point, there were many meetings and discussions with various community leaders about possibilities for a possible facility. The notes below capture the essence of some of the discussions.

Samaria Baptist Church – This church is somewhat centrally located in the county on Lott Cary Road, adjacent to the Tribal Center. Samaria does not currently have any turn-key ready space. One benefit to this church is its role in the tribal community and early discussions there to start a community garden – Three Sisters. Following meetings with the pastor and church leadership, Samaria held a town hall meeting July 11th and continued discussions internally following this town hall. In September, Samaria agreed to host the pantry. It is generally thought that the pantry space will occupy a ground floor room with direct access to an outside covered area.

There remains genuine interest from several other interests to develop a proposal on what it would take to convert an existing space into one that meets building code requirements. (Each of these facilities would need improvements, some are significant. The one-time cost to convert the space along with monthly operational costs (rent,

Charles City County Health Coalition
Establishing a Community Food Pantry

electricity, insurance etc.) will be a major factor in the pantry's operational budget.) An overview of other possible facilities is as follows:

Charles City Social Center – This site is the location of county parks and recreation department and includes several ball fields and a swimming pool. This is the location of the county fair so it is relatively well known. There may be an opportunity to bring in a shell building to this location. Bathroom facilities exist in the social center and there is a large parking area.

Root 5 Family Farms Greenhouse – Centrally located in Charles City on Route 5, this facility is owned by Archer Ruffin and leased to Jim Cooper. Mr. Ruffin is amiable to having a pantry at this location and Mr. Cooper is a very willing partner. A disadvantage about this site is that the greenhouse and buildings are part of a 10-year lease agreement. This creates a bit of uncertainty as at the end of the lease, terms would need to be renegotiated.

Ruthville School – Located on The Glebe about three miles east of the courthouse, parts of this school are currently being used – some of the classrooms and the gymnasium. What would it take to use a portion of the building such as the cafeteria?

Fire Station #3 – Currently the station is an under-utilized government building. Fire apparatus do not run out of this station.

Roxbury Industrial Park – It is unknown if there are any vacant buildings that could be used as a community pantry. Cost could be a significant factor. Many community pantries are combined with clothes/furniture closets and free clinics – none of which exist in the county.

Operational Costs: There are several significant line items that will be a part of the operational budget. These include:

1. Facility
 - a. Shell building, or
 - b. One time cost to upgrade existing structure
 - c. Monthly cost for rent, electricity, insurance etc.
2. Shelving and Equipment: FeedMore will provide cold storage and shelving for product to being stacked on.
3. Staffing/Program Manager: Quin Rivers, our Community Action Agency, is seeking grant funds to support this position.
 - a. Salary and fringe

Charles City County Health Coalition
Establishing a Community Food Pantry

- b. Indirect – office space and equipment (in-kind from Quin Rivers)
 - c. Samaria Baptist has indicated a willingness to champion this effort if grant funds are not forthcoming.
4. Vehicle – FeedMore now offers free delivery. Food is typically delivered a few days before the pantry is open to allow for sorting and shelf stocking.
 5. Food – The amount of money raised will drive the amount of food available at the pantry and the number of individuals served. Also, the amount of food served to each person or household, the type of food, how often the pantry is open will all impact the amount of money needed each month just for food. Working with FeedMore, the below table can be used as guidance. These estimates are based on FeedMore’s standard of providing enough food for 3-5 days to each client.

	Persons Served/Month							
	200		275		300		400	
	Lbs.	Cost	Lbs.	Cost	300	Cost	400	Cost
25% Produce (@ \$0.04/lb)	600	\$24.00	825	\$33.00	900	\$36.00	1,200	\$48.00
50% Mixed Grocery (@\$.19/lb)	1,200	\$228.00	1,650	\$313.50	1,800	\$342.00	2,400	\$456.00
25% Meat (@ \$.19/lb)	600	\$114.00	825	\$156.75	900	\$171.00	1,200	\$228.00
Bakery - Free		\$0.00		\$0.00		\$0.00		\$0.00
Total	2,400	\$366.00	3,300	\$503.25	3,600	\$549.00	5,200	\$732.00

In addition to purchasing food from FeedMore, many communities also sponsor food drives as a means to engage the public and seek high-demand items. The county’s extension agent has already expressed an interest to help.

Financial Sustainment: The faith-based community, along with several organizations is already providing emergency food to citizens; social services is the largest. It is important to maintain an inventory of existing emergency pantries even if only for coordination of food distribution. Because FeedMore’s program has the ability to turn \$1 into \$5, there is a need to identify which of these may consider redirecting a portion of their efforts to a community food pantry. Also, what other organizations or churches might be willing to make a financial commitment?

Currently the Clergy Conference indicates that they believe they can get commitments from churches to ‘adopt-a-month’ to purchase the food for the pantry. In addition, Samaria Baptist has committed \$550 a month.

Fiscal Agent: Samaria Baptist is committed to service as fiduciary agent for the pantry.

Charles City County Health Coalition
Establishing a Community Food Pantry

Current Emergency Mobile Pantry Operations

Vouchers: The current voucher system (used at the emergency mobile food pantry) is used to feed approximately 275 families each month, and is distributed through churches. Consideration is being given to creating criteria that would allow those most in need to be served first.

Volunteers: Rev. Vance Jones (St. Johns/Clergy Conference) has already created a good system of recruiting volunteers through the churches. He also receives help from the non-churched as well as Charles City Public School students during the school year via a civics class. Consideration should be given to using the current system and building on it if necessary. Also, by working more closely together, hopefully the community can better identify the neediest and make sure they are fed.

Other Related Efforts

Community Gardens

During the many discussions throughout the community, there is sincere interest in using existing community gardens and/or creating new ones to help provide fresh produce as well as an educational resource for both students who may not be familiar with their food source and adults who want to resume gardening. Carl Frick, Associate Extension Agent, has already started working with Dr. David Gaston and his team to develop a garden at the school that is planned to begin fall 2016. (They are also developing an agricultural curriculum that would support the garden and develop job ready skills.) Root 5 Family Farms is also interested in starting a garden that would support the community pantry. In addition, initial conversations have started at the Tribal Center to develop a Three Sisters garden.

As time allows, Carl plans to reach out to other interested parties in the county to develop community gardens, and assist with helping support the community food pantry.

Commodity Supplemental Food Program

FeedMore has recently made a program available to Charles City to improve the health of low-income elderly persons at least 60 years of age by supplementing their diets with nutritious USDA Foods. The program includes a box of basic commodities that is distributed once a month. Social Services is working with FeedMore to see if they might be able to oversee operations of this program beginning in September 2016. FeedMore has indicated a willingness to donate a needed refrigerator. Also, although there are income requirements, discussions indicate that Social Services is willing to share their list of seniors with FeedMore to help pre-

Charles City County Health Coalition
Establishing a Community Food Pantry

qualify as many folks as possible. Other seniors who are not pre-qualified through social services would need to complete basic income verification through FeedMore.

Weekend Backpack Feeding Program

Charles City Public Schools are working with FeedMore to discuss how to implement a backpack feeding program at the elementary school beginning next fall. There are many details to work through including how to fund a program. A few highlights for a FeedMore Program are as follows:

- Backpacks are prepared by FeedMore with 6-shelf safe meals, easy open for children
- Estimated cost is \$5 per backpack
- Total feeding capacity per school is about 60-80 students so the cost would be about \$300-\$400/weekend; assuming 8 months of school with 4 weekends the total cost estimate is \$9,600-\$12,800 (say maybe budget \$15,000)
- The earliest the program could begin is early October 2016
- Parent/guardian permission slips are required but CCPS will oversee/manage these forms
- CCPS determines who receives the food

In addition, CCPS is considering what it might take to establish their own backpack program and/or a school pantry. A preliminary meeting has been held with FeedMore to explore possibilities.

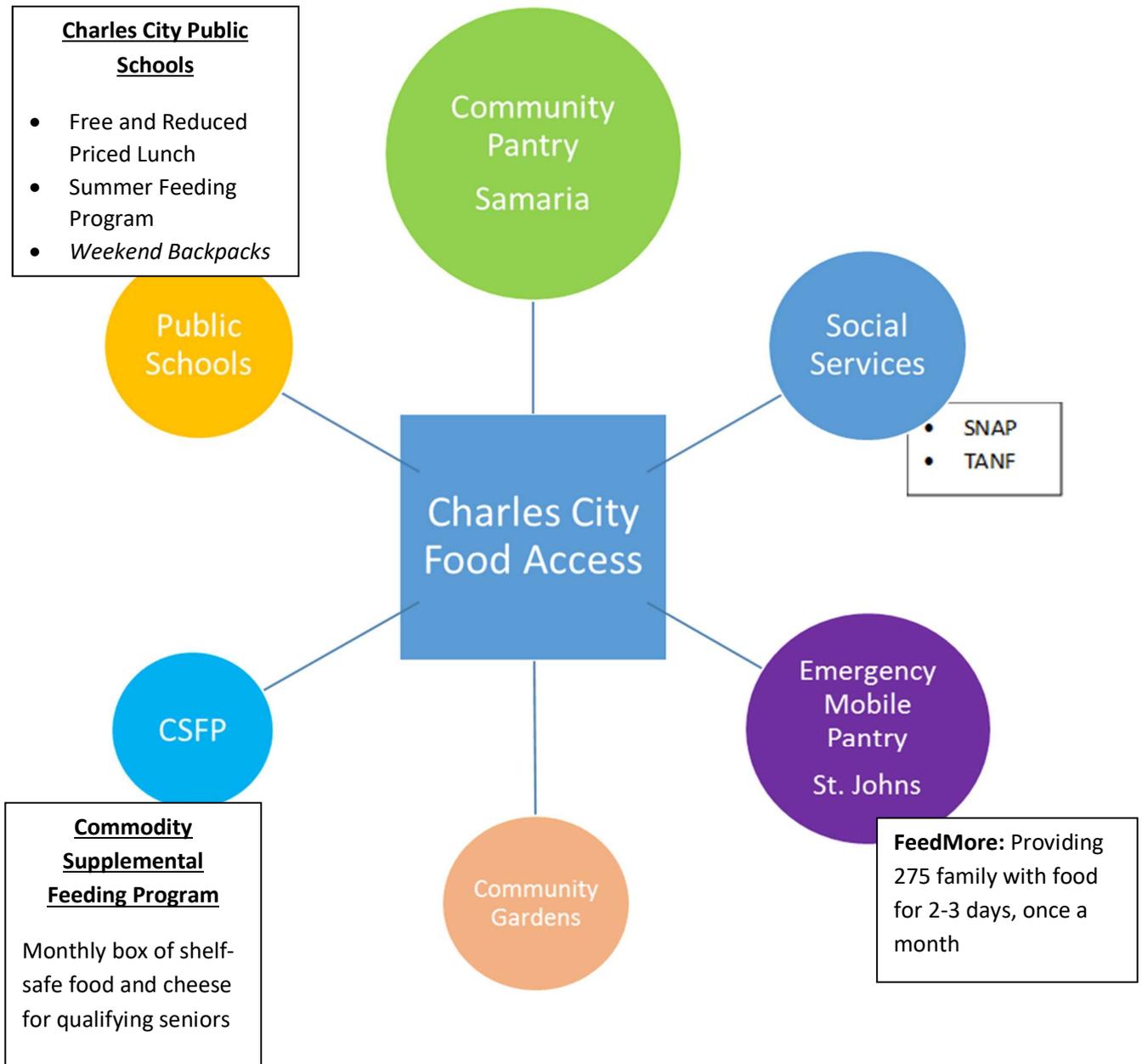
Summer Feeding Program

Charles City Public Schools offers a summer breakfast and lunch meals program at the high school.

Charles City Social Services

Social Services administers two programs that provide supplemental food for families and individuals in need. They are SNAP – Supplemental Nutrition Assistance Program and TANF – Temporary Assistance for Needy Families.

Charles City Food Access Diagram





Charles City County Health Coalition
Monday, February 22, 2016
6:00 p.m.
Chickahominy Tribal Center
Meeting Minutes

ITEM 1. CALL TO ORDER

The meeting was called to order at 6:00 p.m by Melissa Canaday

Members present included Melissa Canaday, Kim Blount, Patty Robinson, Jackie Stewart, and Michelle Whitehurst-Cook

ITEM 2. APPROVAL OF HEALTH COUNCIL MINUTES

The minutes from the previous meeting (11/16/15) were approved.

ITEM 3. NEW BUSINESS

- a) Appointment of officers – Patricia W. Slattum, Pharm.D., Ph.D. has agreed to act as Secretary for the May meeting, but cannot commit to the position. Officer appointments will be discussed at the May meeting.
- b) Approval of Board of Supervisors Report covering 2015 Activities – Report was approved.
- c) Mission Statement Reviewed
The mission statement was reviewed and amended to combine the mission statements of the previous two health committees. The new mission statement is to read: To improve the length and quality of life of Charles City residents through planning, advocacy, inter-agency service coordination and supporting healthy eating and active living.
The Vision Statement is “Healthy people living in a healthy community.”
- d) Review of the By-laws of newly formed CCHC was deferred to the Executive Committee. The draft bylaws will be presented at the May 16, 2016 meeting for discussion and approval.
- e) Strategic Plan of CCCHC was reviewed and the adopted goals of the former HEAL committee will stand for the CCCHC. The four goals are: 1) Decrease obesity through healthy eating. 2) Increase physical activity 3) Increase access to healthcare 4) Increase outreach and awareness of healthy living.
- f) Sub-committees were discussed. There was some discussion regarding telemedicine but it was not a priority established in the original strategic plan and had no volunteer to lead a work group. Jackie Stewart suggested Daniel Rigsby as the lead for a telemedicine work group. Four work groups were approved as follows: Community Gardens - Melissa

Canaday, lead. Melissa will contact Carl Frick county extension agent as partner; Food Pantry – Jackie Stewart, lead. Jackie will continue her on going work in this area; Data Committee – Jackie Stewart, lead. Jackie will seek volunteers to continue data collection regarding Charles City health across domains and ethnicities including American Indian which has not been recorded in the past. Data collection will assist in determining coalitions impact on health outcomes in Charles City County including providing a more detailed report for the Board of Supervisors each year. Chronic Disease Intervention Programming – Kim Blount, lead.

ITEM 4. OLD BUSINESS

CCHC has \$1,500 in budget from the Board of Supervisors. Discussion regarding budget outlays and fiscal controls were further tabled until May meeting.

Food Pantry Update – Jackie Stewart will send updated notes – Updated findings are attached to these minutes

ITEM 6. ADJOURNMENT

Next meeting to be held Monday, May 16, 2016, at 6:00 p.m. at the Charles City Social Center (8320 Ruthville Rd)

The meeting was adjourned at 7:00 p.m.

Charles City County Health Coalition (CCCHC)
Monday, May 16, 2016 – 6:00 p.m.
Charles City Social Center
(8320 Ruthville Road)
MINUTES

ITEM 1: CALL TO ORDER

ITEM 2: APPROVAL OF CCHC MINUTES

- a) February 22, 2016, Regular Meeting

Minutes approved.

ITEM 3: NEW BUSINESS

- a) Appointment of officers (Chair, Vice-Chair, Past-Chair, Secretary)
Chair, Melissa Canaday; Vice-Chair, Bill Coad; Past-Chair, Lindsey
Johnson; Secretary, VACANT

Still seeking a permanent Secretary

- b) Mission Statement Vote

Motion (Jackie) Second (Alfred) to Approve the mission statement with “county” added. All present said “Aye.”

- c) Draft By-laws Reviewed – E-vote to be made.

Draft By-laws reviewed section by section with changes highlighted for discussion. To meet the standard of Article IX Section 4 it was recommended to provide notice of the meeting dates in the county newsletters. It is also available on the county website but it needs to be updated. Melissa will review with Bill Coad to identify any additional issues. Will vote on the document with the following changes by an e-mail vote:

Change to Charles City County residents

Change strategic plan to “comprehensive health plan” throughout

Article V Section 2: Correct typo “form” to “from”

- d) Sub-Committees/workgroups reviewed – additional meeting schedule to be sent to Chair

Data: Need to have information in hand when needed for grants. Kim will lead chronic disease intervention. Community Gardening and Food Pantry are the other workgroups. Workgroup leaders will send a brief description to Melissa to help the rest of the council members decide the best fit for their interests.

Everyone on the health council will be asked to choose a sub-committee/workgroup.

Partnering with the cancer advocacy group that is staging the Relay for Life would be another opportunity.

Melissa will send out the electronic contact list for any corrections.

ITEM 4: OLD BUSINESS

Update on Food Pantry: Still need to locate a permanent facility for the pantry. Several churches have considered it, but cannot do it at this time. No Greater Love has offered help in finding a site as well. No vacant building has been identified that would be appropriate to date. The schools have not been an option thus far. The old Ruthville School has a problem with asbestos that limits use there. The ideal site would have parking. The County would like for this to be community based so a building at the social center isn't feasible now. Vance Jones at St. John's church coordinates the mobile food pantry which has been a great help. There are only two counties in the state without a food pantry. Council needs to continue to advocate. Route 5 Farm has some interest but it would require construction. USDA doesn't traditionally fund food pantries but we can explore potential for grants from them as well. Social Services provides some emergency food assistance, but we need a different kind of pantry. Virginia Healthcare Foundation may be a potential source of funding. Quin Rivers (Dr. Lanier) would be willing to consider accepting funding from a foundation to support a pantry. Quin Rivers can also advocate through their request in at Dominion.

Data Workgroup: Some work has begun in this area as well.

ITEM 5: ADDITIONAL COMMENTS/CONCERNS

Dr. Franck distributed the Virginia's Plan For Well-Being – 2016-2020 electronically before the meeting. On Page 20 of the document there is an Aim for healthy eating and active living. Need to think about how our work connects with the plan and the county strategic planning.

Information about preventing Zika distributed electronically by Dr. Franck.

ITEM 6. ADJOURNMENT

(Next meeting to be held Monday, August 15, 2016 at 6pm at the Charles City Social Center, Ruthville Road

Charles City Health Coalition Meeting Minutes DRAFT

November 21, 2016 6:00 pm

Charles City Social Center

- 1) The meeting was called to order at 6:05 pm by Melissa Canaday, Chairperson
- 2) Approval of CCHC Minutes from the August 15, 2016 regular meeting
 - a. Minutes were not distributed for the past meeting because attendance was low.
 - b. Kim moved to accept the proposed changes to the by-laws previously distributed.
Unanimous vote to approve by Coalition members present.
- 3) New Business
 - a. Review budget--\$1,500 approved from CC Board of Supervisors
 - i. Possible uses discussed. The need for a generator for the health department for refrigeration for storing vaccines has been met. The food pantry may be another option. Another possibility is the county fair. Fair will be the second weekend in September (Saturday). Patty Slattum will coordinate with VCU health professions students to have a presence at the Count Fair. Could make a trifold brochure to distribute at the fair and the Pow-wow.
 - b. Preparation of annual report
 - i. Last year's report was reviewed. Melissa Canaday needs a paragraph from each county agency reporting outcomes of programs related to health. The report was primarily statistical in nature in the past. Need to check to make sure that we have a web presence for the coalition according to our By-laws. Lindsay Johnson will check on this.
 - c. Election of officers
 - i. Melissa Canaday will continue as chair
 - ii. Kim Blount will serve as the vice-chair
 - iii. Patty Slattum agreed to serve as secretary
 - iv. The Coalition members concurred.
 - d. Old Business
 - i. Food pantry workgroup update—seeking foundation funding to hire a coordinator. The county will provide the space. Feedmore is involved. The food pantry would be primarily non-perishable items. Hope to supplement with community garden in the future. Jackie Stewart will distribute the report that she has prepared to the coalition members. The Charles City clergy conference has made a commitment to support the food pantry through financial and human resources. Also talking with Feedmore regarding reducing food insecurity through the schools (like a backpack program).
 - ii. Data workgroup update— Jackie Stewart suggested that the annual report to the board of supervisors focus on the “health” of our community. The report could be organized around our workgroups and/or could focus on indicators of community health. Melissa Canaday suggested that we need to focus on how we have impacted those things that were reported last year. Jackie Stewart offered a suggestion that we use statistics related to the work of the coalition in the report and illustrate how we have or hope to impact those statistics. Jackie

also noted that TRIAD is starting through the Sheriff's offices in Charles City and New Kent and is focused on safety. The TRIAD organizers meet monthly at this point to get things started. There is an opportunity to put out information (through TRIAD) to promote the work of this coalition. Both Sheriff's departments also have a reassurance calling program to reach out to seniors. In looking at previous reports to the Board of Supervisors, we have not been consistent in the data we have been presenting making it difficult to track over time. The data group has talked about presenting data in pie charts and other formats rather than the traditional way that we have presented information. Need to think about what tools we are using to identify community need related to the health of the community and then need to select indicators that we might impact. One suggestion is that each workgroup choose appropriate indicators. The difficulty is that it is hard to attribute changes in the indicators directly to the coalition's activities. We also need to be responsive to the community as needs change.

- iii. Chronic disease intervention workgroup—Met with Senior Connections about getting a diabetes program started. Senior Connections chronic disease self-management program is focused at seniors but have not gotten enough seniors to sign up. Also looking at other programs (using materials from the CDC). The YMCA in Sandston has a program as well. The YMCA charges a fee because it also includes a YMCA membership and has YMCA trainers—the follow up is one year or longer. Young at Heart group in Charles City might be a possible source of volunteers to help with peer mentoring. Melissa Canaday also has two cases of the CDC materials as well as heart monitors from the CDC national diabetes prevention program. A heart healthy recipe book was distributed to the coalition members.
- iv. Community gardens—the tribal community would like to create a culturally appropriate garden at the Chickahominy tribal center for primarily educational purposes. There is a small garden outside the VDH building—could possibly expand that. Could also support tribal elders that are growing vegetables at home (using heirloom seeds). Jackie Stewart will share her heritage pumpkin seeds.
- e. Meetings are on the third Monday of February, May August and November. Next meeting will be moved to February 27, 2017 due to President's Day.



2016 Charles City Health Coalition Membership		
Organization	First	Last
Administrative Support/ Health Coalition	vacant	vacant
Appomattox Regional Governor's School	Victoria	Fox
Bon Secours	Amanda	Hall
Capital Area Health Education Center	Aileen	Harris
Central Virginia Health Services	Kim	Jones
Central Virginia Health Services	Cathy	Kelly
Central Virginia Health Services	Latisha	Newby
Central Virginia Health Services	Sheena	MacKenzie
Charles City Administration	Lesia	Jones
Charles City Administration	Zach	Trogon
Charles City County Planning and Economic Development	Rachel	Chieppa
Charles City District II Supervisor	Bill	Coad
Charles City Health Coalition, past chair	Steve	Fuhrman
Charles City Health Coalition/Virginia Tech/4-H	Carl	Frick
Charles City Health Coalition-District II Representative, past chair	Lindsey	Johnson
Charles City Health Coalition-District III Representative	Jackie	Stewart
Charles City Information Technology	Wendy	Payne
Charles City Management Services	Michelle	Johnson
Charles City Management Services	Rachael	Greenhow
Charles City Parks and Recreation	Michael	Logan
Charles City Parks and Recreation	Alfred	Crump
Charles City Public Schools	David	Gaston
Charles City Public Schools	Shalisa	Harrison
Charles City Public Schools	Stephanie	Leek
Charles City Public Schools	Kristin	Massie
Charles City Public Schools	Edna	Moody
Charles City Public Schools	Tina	Smith
Charles City Social Services	Bryon	Adkins
Charles City Social Services	Regina	Harris
Charles City Social Services	Latoya	Johnson-Davis
Charles City Social Services	Sylvia	Williams
Chickahominy Health District	Kim	Blount
Chickahominy Health District	Raven	Sullivan
Chickahominy Tribe, chair	Melissa	Canaday
Citizen	Pamela	Derby
Citizen	Ginna	Slattum
Clergy Conference	Roy	Campbell
Clergy Conference	Vance	Jones
Committee on Aging/Civic League	Marian	Christian
Commonwealth Attorney	Rob	Tyler

District I Representative	Sharon	Brown
District I Representative	vacant	vacant
District II Representative	vacant	vacant
District III Rep/VCU	Dr. Patricia	Slattum
Extention Office	John	Allison
HCA Health Care	Shawn	Jones
Health Quality Innovators	Erica	Morrison
Henrico Mental Health	Courtney	Sims
Henrico Mental Health	Daniel	Rigsby
Heritage Public Library	Barbara	Winters
Office of the Attorney General	S.	Freeman
Office of the Attorney General	Johnetta	Guishard
Quin Rivers	Lee	Ailstock
Quin Rivers	Brenda	Brown
Quin Rivers	Penny	Cotman
Quin Rivers	Angela	Crawley
Quin Rivers	Alva	Cutler
Quin Rivers	Kate	Hanger
Quin Rivers	Jack	Lanier
Senior Connections	Pat	Armbrust
Senior Connections	Beth	Skufca
Richmond Regional Planning District Commission	Ken	Lantz
United Way Greater Richmond and Petersburg/VA 211	Altise	Street
VCU School of Medicine/Asso Prof of Family Medicine	Michelle	Whitehurst-Cook
Virginia Commonwealth University	James	Jarvis
Virginia Commonwealth University	Kara	Keefe
Virginia Commonwealth University	Margaret	Robinson
Virginia Department of Health	Tammie	Fox
Virginia Department of Health	Thomas	Frank
Virginia Department of Health	Grace	Jones
Virginia Department of Health	Mike	Mallon
Virginia Department of Health	Susan	Triggs



Background

On June 9, 2010, the Charles City Board of Supervisors (the Board) approved development of the concept for a Charles City Health Council (the Council). For the first 6 months, the council focused on creating by-laws and reaching out to the community to develop health priorities. In consultation with the board of supervisors, the council adopted the following priorities.

Strategic Priorities

1. Expand EMS and after hour services.
2. Increase preventative care and health screenings.
3. Narrow service and provider gaps.
4. Improve coordination and other community issues.
5. Data research and community health survey.

For calendar years 2012 through 2015, the council tracked county-wide health statistics reported by various agencies, and conducted the following outreach and project in support of these priorities.

Outreach and Projects

2015

- Healthy Cities Campaign: The board of supervisors adopted a Healthy Cities Campaign resolution, providing technical assistance and resources for the coalition.
- County Fair: Due to scheduling conflicts, the Coalition did not participate in the 2015 fair.
- Monthly Blood Pressure Screenings: With encouragement from the Council, Kim Blunt, RN, Public Health Nurse with the Charles City Health Department continues to provide monthly Blood Pressure screenings in the Administration Building and Recreation Facility.
- Middle School Health Fair: No fair was held in 2015.

Of special note, in November the Let's Get H.E.A.L.thy Coalition The Coalition merged with the Council to form the Charles City Health Coalition. In addition, the Chickahominy Health District, on behalf of the newly merged group, applied for a capacity building grant through the Dennis Foundation in September 2015, but was notified in December 2015 that they were not a selected recipient. Members of the group also attended pre-grant training for the Virginia Youth Health Initiative; because of timing, the group did not pursue this grant.

2014

- County Fair: At the September, 13, 2014, County Fair, health promotion materials were made available. Pam Derby, District II Council representative, coordinated and sponsored fair

participation and health screenings provided by VCU medical students and Influenza vaccinations provided by Rite Aid pharmacists.

- Chickahominy Indian Pow Wow: Health promotion materials were made available for the annual Chickahominy Indian Pow Wow.
- Health Information: Lindsey Johnson, CPC, Outreach and Enrollment Assistant for Charles City Regional Health Services, conducted an Affordable Care Act (aka Obama Care) Health Information Forum for about 40 county residents on November 3, 2014, co-sponsored by the Council.
- Monthly Blood Pressure Screenings: With encouragement from the Council, Kim Blunt, RN, Public Health Nurse with the Charles City Health Department, continues to provide monthly Blood Pressure screenings in the Administration Building and Recreation Facility
- Middle School Health Fair: The Council supported the March 26, 2014, Middle School Health Fair.
- HEAL Coalition: The Chickahominy Health District received planning grant for developing a strategic plan for Charles City: "HEALTHy Eating/Active Living", supported by the Council. The HEAL coalition plan, developed in five workgroup meetings, includes four primary goals, along with action steps, estimated completion dates, resources needed and collaborating groups. The plan may serve as guidance for the future strategic efforts of the Council.

2013

- County Fair: At the September, 14, 2013, County Fair, extensive health promotion materials (with a focus on smoking cessation, diabetes, stress management, fat content of foods, fresh foods and gardening) were made available to an estimated 75 people. The Council also coordinated and sponsored fair participation and Blood Pressure, Blood Sugar, Weight and Body Mass Index (BMI) health screenings provided by HCA Health Systems/ John Randolph Hospital and Influenza vaccinations provided by Rite Aid pharmacists.
- Chickahominy Indian Pow Wow: Health promotion materials were made available for the annual Chickahominy Indian Pow Wow.
- Health Information: Cathy Kelly, Family Nurse Practitioner with the CCRHC, conducted two health information and health promotion programs for about 40 county residents, supported by \$1,122 of the \$2,500, FY13, allocation to the Council by the Board of Supervisors. The unspent dollars were retained by the Board.
- Monthly Blood Pressure Screenings: With encouragement from the Council, Kim Blunt, RN, Public Health Nurse with the Charles City Health Department, will be providing monthly Blood Pressure screenings in the Administration Building and Recreation Facility.
- Middle School Health Fair: The Council supported the April 22, 2013, Middle School Health Fair.
- Community Health Survey: Council member and VCU Health Systems representative, Dr. Michelle Whitehurst-Cook, with the assistance of former medical student, Dr. Dana Garcia, completed a Community Health Survey of Charles City County residents in May, 2013. 359 surveys were completed, providing the likelihood of greater than 95% reliability. The survey results may serve as an evidence base for future planning and health system interventions.

Diabetes, Obesity/Nutrition, and Heart Disease were indicated as the most important health issues and Access to Clinics and Hospitals, Trails and Exercise Facilities, and Availability of Fresh Food were indicated as the areas most in need of improvement. The survey results were posted on the Council webpage on the County's.

Of special note, the Chickahominy Health District has received a "Healthy Eating/Active Living Grant" (HEAL) and will be focusing the grant efforts on Charles City and New Kent with support by the Council.

2012

- County Fair: At the September, 8, 2012, County Fair, extensive health promotion materials were made available, coordinated by Council member Pamela Derby. The Council also coordinated and sponsored Fair participation and health screenings provided by Bon Secours and HCA health systems and CCRHS.
- Chickahominy Indian Pow Wow: Health promotion materials were made available for the annual Chickahominy Indian Pow Wow.
- ACA Forum: On November 19, 2012, Congressman Robert C. "Bobby" Scott gave a presentation and conducted a public forum on the Affordable Care Act (ACA) and its effect on Charles City County residents and Virginia, sponsored by the Council. The forum was attended by about 40 participants. The Congressman's Power Point presentation was made available on the County's website.
- Health Education: Beginning on March, 25, 2013, Cathy Kelly, Family Nurse Practitioner with the CCRHC, conducted a series of health education and health promotion programs for county residents, supported by the \$2,500, FY13, allocation to the Council by the Board of Supervisors. Other programs will be April 29, May 20, and June 24.
- Community Health Survey: Council member and VCU Health Systems representative, Dr. Michelle Whitehurst-Cook, neared completion of a community health survey of Charles City residents that may serve as an evidence base for future planning and health system interventions.

Of special note during 2012 was the high rate of suicides. From January, 2011, through August, 2012, nine suicides were committed in Charles City. This startling rate is over 10 times the state average rate and more than 11 times the Charles City average rate.