

Agenda

CHAW Executive Council Meeting

Thursday May 18, 2023

7:30 a.m. – 8:30 a.m.

Connection Information

[Click here](#) to join Zoom meeting

Phone (312) 626-6799

Meeting ID: 947 6058 2091

Password: 133272

- 7:30 a.m. Welcome and announcements – Dr. Gerlach, chair**
- Approval of minutes
- 7:35 a.m. CHAW Updates – Matt**
- Staffing
 - Funding
 - Organizational
- 7:45 a.m. Board Composition Committee next steps – Dr. Gerlach**
- Feedback on letter for outreach
 - Additional members for the committee to consider (Submit no later than May 27)
- 8:00 a.m. June Advisory Board meeting planning – Matt**
- Executive Director Update
 - Board Composition Discussion
 - Board member video
 - Legislative updates (Jodi)
 - IDC Legislation (Karen Nash)
 - EPA grant update (Carissa)
- 8:15 a.m. Budget / Policy updates - Jodi**
- 8:30 a.m. Adjourn**

2023 Executive Council meeting dates

August 10,
September 28 (Dinner meeting), November 16

2023 Advisory Board meeting dates

June 16, September 29 (in person)

**Children's Health Alliance of Wisconsin
Executive Council Meeting Minutes
March 23, 2023
7:30 a.m. – 8:30 a.m.**

Attendees: Dr. Diane Gerlach (Chair), Jodi Bloch, Dr. Todd Mahr, Jodi Bloch, Heidi Warpinski, Jay Shrader, Julia Stanley, Brian Vigue, Matt Crespin (staff)

Excused: n/a

Welcome

Dr. Gerlach welcomed all to the meeting. Reviewed the agenda and no additional items were added to the agenda.

CHAW Updates

Matt provided updates in the following areas:

- Staffing – reviewed the staffing updates shared with the board via email in February regarding the elimination of the administrative assistant position and the creation of two new positions that we are sharing with another department. Program manager position for the new EPA grant has been posted.
- Funding – no major updates, still seeking funding to continue our MDI work and an application will be submitted in June to CareQuest Foundation.
- Organizational updates – There is a new EVP / President of Child wellbeing that we report up to. Karen Timberlake will start her position in that role in April and Bridget along with Jodi and her team will report up to her.

Board Composition Committee Next Steps

The EC had a robust discussion regarding next steps and determined that we would send out a letter to a handful of identified members across the state to fill vacant roles and request a CV/Resume along with a short personal statement from them on why they would be interested in serving on the board. Heidi agreed to take the lead on crafting a letter and would share with Matt and Dr. Gerlach for next steps. The EC will review the letter at the May meeting and then begin working on outreach to selected potential members.

Matt shared that Dr. William Lobb is retiring and will be leaving the CHAW Advisory Board as a result.

Minutes respectfully submitted by Matt Crespin

CHAW ADVISORY BOARD INVITATION LETTER

Email Subject: Children's Health Alliance of Wisconsin Advisory Board Membership Invitation

Dear [Name],

My name is Matt Crespin and I serve as the Executive Director for Children's Health Alliance of Wisconsin (Alliance).

The Alliance advocates for families and actively works to create programs to build healthier communities. As Wisconsin's voice for children's health, our work is guided by national and statewide priorities. Our work is carried out in partnership with the Wisconsin Department of Health Services, our staff, and the Alliance Advisory Board. Our mission is to ensure Wisconsin children are healthy, safe and able to thrive.

It is important that we promote the voice of children throughout all our organization's actions and that we provide an inclusive space for diverse interests to be heard and addressed. The statewide communities we serve are increasingly diverse. We are dedicated to creating programs with partners that are built on a foundation of inclusivity, diversity and equity that will not contribute to racism and division.

We are assessing our current board composition and looking to fill a few vacancies. You have been recommended to us as a valuable resource to serve as an Alliance Advisory Board Member. We believe your background would greatly shape our organization. In particular [specific reasons for invitation]. Your commitment to making a difference in [community, region, or role served] will help us achieve our goals and initiatives.

Being a member of the Alliance Advisory Board provides you with a unique opportunity to:

- Bring your expertise and professional experience to the Advisory Board.
- Serve as an advocate for children and their families in [specific community, region] and statewide.
- Serve as a connector between your organization and the Alliance.
- Serve as a champion for the work of the Alliance.
- Expand your network and meet other professionals.

Advisory board meetings are held three times annually. In February and June we meet virtually for about 2 hours and in September we meet in person in the Dells for about 3.5 - 4 hours. Board members serve two-year terms and may renew up to four consecutive terms.

If you would be interested in serving in this capacity for a two-year term, please send us your CV/resume and a brief statement outlining your interest.

Thank you for your time and consideration. For more information, please free to explore our website: <https://www.chawisconsin.org/>. I also look forward to connecting with you to discuss any further questions you may have.

Sincerely,

Matt Crespín, MPH, RDH
Executive Director