

FPHR Community of Practice

MEETING DATE: MAY 14, 2025

MINUTES PREPARED BY: LINDA KOPECKY

Meeting structure

1. The facilitator shares essential information about the responsibility to be discussed
2. The group unpacks the responsibility, typically in small groups
3. Discussions are summarized, themes, connections, remaining questions identified
4. The group identifies key points from the discussion to document in meeting notes, chooses the topic for the next CoP meeting, and lists relevant action items

Discussion: Communications

Business:

- We are created a Basecamp account for this CoP. To be added to Basecamp please accept the invitation that will be sent to you. If you are not interested in joining Basecamp, feel free to ignore the invitation. You will be notified of meetings through email and if you join Basecamp, you will receive notification that way as well. Resources will be stored on Basecamp, SharePoint, and the MDH website.
- Allie Hawley March shared a template for communicating about the work we are doing to strengthen our public health system. The template will be attached to an email to the general invitation list for this CoP meeting.

Our conversation takeaways:

Sharing responsibilities for communications:

- Great to have a comms coordinator and work alongside them as the plan and delegate
- Sometimes contracting is important, for special skills or to build internal skills or capacity
- Shared responsibilities can be distributed based on resources that are available and based on different needs

Identifying our own roles:

- Different roles might be a new thing in some small counties
- Role is really a mixed bag, can be different for different topics; sometimes lead a regional campaign, sometimes review locally developed stuff, sometimes creating templates
- Roles are across the board - between specialist and agency, sometimes no clear, direct role.

Next meeting: Community partnerships

Date: June 11, 2025 Time: 1-2 p.m.

Location: Teams