



Community Wellness Working Group

Sept. 27, 2022

Zoom Welcome

In Attendance: NYC Parks, RUMC, Seamen's Society, SICPW, DOHMH, DOE, PDI

Community Wellness Partner Roles

- Rotating Responsibilities
 - 4 month period
 - Partners can create own roles
 - Only 2 roles are the same throughout all the working groups
 - Acting Chair / Steering Committee Presenter
 - Decide focus or main priority once a year
 - Early Intervention Equity Project
 - Resource Hub
 - Use current projects to inform what roles are necessary
 - Website Stewards
 - RUMC - Health and Mental Health
 - DOE - Parks and Museums
 - SICPW - Services for Families

Website Updates

- SIA website translation option available (BETA) as of today (9/27/22)
- Employment Hub update
- Each working group has a section in the website
 - Download the minutes
 - See when next meeting will be
 - Form to sign up and become part of the working group
 - Great way to keep track of the work and keep WGs accountable
- Looking to collect info on which specific section in Resource Hub people are checking more often

Next Steps

- Referral System
 - Possible issues with partner logistics

- Reach out to each partner to discuss partner accountability
 - Only those partners who feel they can handle referrals will have a self referral drop down option
 - Each partner might need have a different drop down referral section
 - Fill out this document / Schedule an appt
 - Each overall partner organization can have multiple organization within it and each could have a different referral process or none at all
 - Very basic information collected in self referral
 - “Contact Me”
 - Everyone gets the same format. Very basic
 - Disclaimer pops up before parent fills out information
 - Only makes sense for some of the partners / organizations
 - Not every agency has the same process
 - Discuss with partners what kind of “self referral” system would work best for their process
 - Draft email to partners asking how best to move forward with the referral process for them
 - Bigger organizations might have to confer with legal departments
- Have someone go through the resource hub and check to see if the website links are up to date and still available
 - Check emails as well
 - Have each working group go through resource hub (The sections that are specific to their working group)
 - Can check if partners are missing
 - Possible role within ALL WGs - “**Website Steward**” / “Media Manager”
 - Once a year send email to all partners to update resource hub contact information?
 - Website Steward checks sections and reports back to backbone staff about any outdated links / information
 - 3 person job. Split between each category
 - Quarterly checks
 - Community Wellness Steward would check - Services for Families / Parks and Museum / Health and Mental Health
 - For Providers and Teachers will be checked by backbone staff
 - Early Learn Environment - Maternal and Infant Care / School and Childcare Programs / Afterschool and Summer School

Upcoming Community Events

- SI Alliance Represented
 - November 12 - Baby Shower Event
 - Interested Partners - DOE will share information to find possible partners to table

Partner Updates

- Upcoming Events / Opportunities / Feedback
 - Focus group w/ Proj Hospitality (EI)
 - Looking for assistance with getting family testimonies (videos)

Closing

- Next Meeting: October 27th