

**Olympic Peninsula Healthy Community Coalition  
Board Meeting  
September 10, 2018**

Attendance: President Dr. Monica Dixon, Secretary Rebekah Miller, Treasurer Andra Smith, Director Patty Lebowitz, Director Donna Pacheco and Director of Operations, Leslee Francis

The meeting began at 4:06 p.m. at Monica Dixon's residence in Sequim, WA

**Minutes**

- Andra Smith moved to accept the minutes of July 10<sup>th</sup>, 2018, as corrected. Donna Pacheco seconded. All in favor. Motion passed.
- Rebekah moved to accept the special minutes of August 6<sup>th</sup>, 2018. Patty Lebowitz seconded. All in favor. Motion passed.

**Treasurers Report**

- Andra Smith presented a treasurers report with a balance of \$11,770.27
  - Andra also stated that First Federal paid \$2025 towards the smoothie bike that totaled \$2385. Molina gave \$1088 towards summer lunch shirts/toys and only half of the money was used. Molina gave permission to use the balance to pay for the smoothie bike difference or any coalition needs.

**President's Report**

- Welcome Mark as the new Vice President, thank you to Michelle for service
  - Mark Ozias is the new Vice President for OPHCC. A thank you card was signed by all board members and a proclamation plaque thanking Michelle Rhodes for her service on the board was presented at her office
  - Monica asked the board to consider if there was a need to fill the vacant board position. The board suggested looking at school, medical or bank personnel for a future board member.
- Phillips and Haller grant requests and contingency planning
  - Monica submitted the Phillips and Haller Grant requests and is still currently waiting on the answers for both. Monica asked the board to consider a plan B and stated she would like to train Leslee Francis to be the next Executive Director. The 18k request would fund the position for one year if OMC money does not come through, but a backup plan may be needed. Monica would like Leslee managing the Coalition meetings, taking calls, booking events, and taking care of day to day operations.
  - Donna said she would like to see OMC supplement Leslee also if extra hours are needed.

- Molina Health Care Community Champion event September 27th
  - Monica invited the board to attend the awards ceremony on September 27<sup>th</sup> at 6:00pm, at the Renton Community Center.
- Leslee training at PSE workshop 9/12
  - Leslee attended Policy Training through Change Lab Solutions in Kitsap County on September 12<sup>th</sup>
- Articles for PDN
  - Monica wrote an article that will be published in the PDN's Healthy Living insert that included debrief of the Healthy Leaders Challenge. Monica also wrote an article for the Farm Tour insert.
- Upcoming presentations/requests
  - Monica has received requests from the YMCA to speak with the Cancer Survivors Group and from the Soroptimist of Port Angeles.

## **Old Business**

- Back to School Fairs and Free Clinic Fun Walk report (Leslee)
  - Leslee reported that the Port Angeles Back to School Fair had 927 children receive supplies and the Sequim Back to School Fair had 553 children receive supplies. 500 smoothies and 100 jump ropes were handed out at each event, as well as, Sugar Math Cards.
  - The Free Clinic Fun Walk had 19 walkers on the OPHCC/OMC team and raised \$442 for the event.
- Healthy Community Leadership Award
  - Andra inquired if the Leadership Award was ONE award or if there would be multiple awards for different sectors of the community.
  - Monica would like to see one award annually, given to someone helping to support making the community healthier.
  - Patty suggested that awards be given at the time you see someone making the community healthier, but not to offer it annually. Patty suggested saving it for extraordinary times.
  - Andra agreed to not offer the award annually and to offer it to people that have gone above and beyond with helping or monetary donations.
  - Donna suggested using this year as an example and growing more over time.
  - Monica and Andra suggested not using financial partners and giving random awards without community nominations. They would like to see the board nominate and voted for now.
  - Monica suggested we design a plaque and Andra suggested a medal for "caught being healthy".
- Fundraiser put on hold
  - Monica let the board know that the previously discussed OPHCC fundraiser would be put on hold until next year.

## New Business

- April 2019 Women's Health Conference
  - Monica will write up a proposal and set a conference with Peninsula College for sometime in April 2019.
  - Molina and DSHS will underwrite scholarships for Medicaid women.
  - Monica would like a 9am keynote speaker and then breakout sessions.
  - Event will be from 9 to 4 on a Saturday.
  - All board members agreed to proceed and will suggest partners and volunteers to work and offer services.
  - Monica stated that this event will be the second OPHCC legacy
- Policy & Procedure Review (Andra)
  - Rebekah and Andra will meet to revise the current Policy and Procedures and will bring revisions to the next board meeting. Andra wants to make sure Rebekah is able to revise these annually, as needed, since it is a secretary responsibility.
- Agenda items for September 19<sup>th</sup> coalition meeting
  - Monica has a list of agenda items and asked the board if there was anything they needed to add.
- Website Contract (vote required)
  - Monica would like to offer Austin \$50 per month for one year to maintain the website, with the stipulation that within a six month timeframe, the board will revisit the options of adding a 5210 website. Monica asked Donna to please evaluate the website.
  - Andra moved and Rebekah seconded the motion to offer Austin a six month contract to monitor and manage the OPHCC website for \$50 per month. All in favor. Motion passed.
- Thanksgiving Dinner Planning
  - Tabled until next month
- Constant Contact Expenditure (\$458 per year)
  - Board vote not required and Monica will register OPHCC once she is ready.

## Meetings

The regular meeting of the OPHCC is scheduled for Wednesday, September 19<sup>th</sup>, 2018 at 1 p.m. at the PUD Headquarters, Sequim

The next OPHCC Board Meeting is scheduled for Monday, October 8<sup>th</sup> at 4p.m. at Monica Dixon's house.

Meeting ended at 6:24 p.m.

Respectfully Submitted,

Leslee Francis, Director of Operations