

**Olympic Peninsula Healthy Community Coalition  
Board Meeting  
July 8, 2019**

Attendance: President Mark Ozias, Treasurer Andra Smith, Secretary Rebekah Miller, Director Patty Lebowitz, Director Donna Pacheco, Grant Advisor Joe Sharkey, Co-Founder, Monica Dixon, and Executive Director, Leslee Francis

The meeting began at 4:10 p.m. at Olympic Medical Center in Port Angeles, WA

**Minutes**

- Donna Pacheco moved to accept the minutes of June 10<sup>th</sup>, 2019. Rebekah Miller seconded. All in favor. Motion passed.

**Treasurers Report**

- Andra presented a detailed treasurers report with a balance of \$55,918.18
- Leslee Francis, Executive Director was issued a debit card for expenses and has been added to the bank account.
- Andra is looking for an accountant to do the annual taxes for OPHCC. Monica offered to email Jeanne Martin, prior to November 15<sup>th</sup> for recommendations.
- Rebekah and Andra will need to update the Secretary of State paperwork.
- Andra moved the monthly payment for the storage unit to an ACH payment.

**President's Report**

- Mark Ozias reported that the OCH (Olympic Community of Health) has an open board seat for Chronic Disease Prevention and suggested that we identify someone that could serve on the board. Monica mentioned that she may be interested and Mark offered to get more details on the position. The board also asked if Karlana may be interested and Leslee offered to speak with her.
- Andra inquired if the MOU between OPHCC and Clallam County had been finalized for Karlana Brailey. Mark had not been notified, but said he would inquire and notify the board.
- There will be no August board meeting, unless there are action items to vote on. Reports will be emailed to the board.

**ED Report**

- Leslee presented a one-page report of activities and duties she had worked on during the month of June.
- Andra and Leslee applied for the Haller Grant and will add Haller and Phillips application reminders to an annual calendar.
- Leslee is working on locations for a Forks, WA coalition meeting. Possibly the Rainforest Art Center. Monica will ask Claire for the email list of the Forks Lunch

Bunch. Monica will also request that OPHCC be a guest at one of the Lunch Bunch meetings.

- Donna requested that we invite all Healthy Leaders to the July coalition meeting and ask them to report on how they are sharing the 5210 message with co-workers, friends and family.

### **Karlana Brailey Report**

- Karlana emailed her work report for the month of June.

### **Old Business**

- Policy Statement Revisions
  - Policy Statement revision will be tabled until further notice
- Healthy Leader Challenge Update
  - Donna has extra marketing materials for the challenge if anyone needs them for their organization.
  - Olympic Medical Center put together an Executive Team for the Healthy Leader Challenge and Donna created and shared the additional flyer for marketing.
- Board of Health Presentation
  - Mark gave an update on the Board of Health Presentation and suggested that we have education work to do for their support. Mark will have conversations with the Board of Health inquiring on how OPHCC can help with Chronic Disease Prevention. Mark will also ask the Board of Health for another date that Jennifer Burkhardt can present answers to some of their questions that were brought up during the first presentation.
  - Mark suggested having conversations with the Board of Health ahead of their budgeting for the year.
- WSU Extension Letter of Support
  - Mark will follow up with Clea Rome to find out what is needed.

### **New Business**

- Coalition Agenda Items
  - Partner Spotlight, Entrée to Policy (Monica), Healthy Leader Update, SSD Field Days June 17/18
  - Additional suggestions – a time keeper or bell to keep updates to a specific amount of time. Ask for suggestions on Forks meeting locations, invite all Healthy Leaders to give feedback on how they are sharing the message.
- Event Specialist Driver Contracted
  - Leslee will meet with Andra to create a contract and rate of pay for the Event Specialist Drives, as well as, insurance needs for the ESD contractor.

- Haller Grant
  - Andra and Leslee submitted a last-minute application to the Haller Foundation for grant funding. The board thanked them for their work.
- Shipley Center Meetings
  - Monica will attend the Shipley Center Board Meeting on July 10<sup>th</sup> at 2:00 and will meet with the Shipley Center Architect on July 16<sup>th</sup> at 2:15. Monica will meet with Pastor Russ Britton to spread 5210 to the faith-based community.
- Port Angeles Chamber Presentation
  - Monica will present to the PA Chamber on July 10<sup>th</sup> at 11:15 and will speak on the Todd Ortloff Show on July 16<sup>th</sup>.
- Free Clinic Fun Walk
  - Molina, OMC and OPHCC will create a walking team to raise money for the Free Clinic. Molina will provide t-shirts; Donna will create race bibs and Monica will host a food demonstration.
- Community Champion Award
  - Patty will work on an outline for a Community Champion Award. She will define what the award is for, how the process will work, time of year to present the award and will suggest ideas such as a glass apple etched or a golden shoe to present the award on.
  - It was suggested that OPHCC partner with the EDC or another partnering organization for presenting the award.

## **Meetings**

The regular meeting of the OPHCC is scheduled for Wednesday, July 17<sup>th</sup>, 2019 at 1 p.m. at the Sequim PUD.

The next OPHCC Board Meeting is scheduled for Monday, September 9<sup>th</sup> at 4p.m. at Olympic Medical Center, Port Angeles. There is no board meeting scheduled in August.

Meeting ended at 6:00 p.m.

Respectfully Submitted,  
Leslee Francis, Executive Director