

**Olympic Peninsula Healthy Community Coalition
Board Meeting
May 13, 2019**

Attendance: President, Mark Ozias, Secretary Rebekah Miller, Director Patty Lebowitz, Director Donna Pacheco, and Executive Director, Leslee Francis

The meeting began at 4:04 p.m. at Olympic Medical Center in Port Angeles, WA

Minutes

- Rebekah Miller moved to accept the minutes of April 8th, 2019. Donna Pacheco seconded. All in favor. Motion passed.

Treasurers Report

- Rebekah Miller presented a brief draft of the treasurer's report for Andra Smith. The report was approved as presented.

President's Report

- Mark Ozias stated that OPHCC was close to completing the OMC contract to submit for finalization. Mark discussed the upcoming June 18th, Board of Health meeting and asked Leslee to schedule a planning meeting one week prior to the presentation. In addition to Eric Lewis, Mark also stated he would invite Jamestown, NOHN and Peninsula Behavioral Health to attend.
- Mark has not received a response from the YMCA regarding the letter he sent, addressing the 5210 programming. Mark stated he will follow up with the YMCA Board of Directors.
- Mark discussed the possibility of WSU extension moving into the Lincoln Skills Center. Approval would be needed from the PA School District. OPHCC will consider a letter of support if needed.

ED Report

- Leslee presented a one-page report of activities and duties she had worked on during the month of April.
- Leslee requested to save accumulated hours (anything over 25 hours weekly) towards vacation pay during the months of August & December. The board did not have any issue with the request and asked Donna to please check with HR for any legal issues.

Karlana Brailey Report

- Leslee distributed copies of Karlana's monthly work report to the board.

Old Business

- Policy Statement Revisions
 - Policy Statement revision will be tabled until June
- Paid Event Help
 - The board suggested that OPHCC continue to pay students to help at events after seeing the success at the Sequim Irrigation Festival.
 - OPHCC has advertised the Event Specialist position with Work Source and at Peninsula College. Currently no applicants have applied. The board suggested splitting the job into two positions, requesting booth help and an event driver separately. The board also suggested asking the Sequim Farmers Market and Sequim Food Bank if they had volunteers that would be interested in helping with OPHCC events for compensation.
- OMC Contract Update
 - See President's Report
- One Sheet Updated
 - Monica and Leslee met to update the OPHCC One Sheet document for grant and business purposes. Donna revised and reformatted the report for marketing purposes. Donna will forward the final copy to the board.

New Business

- Coalition Agenda Items
 - Irrigation Festival Update (800 smoothies served, sugar math & challenge sheets), OMC Food Services (Karlana), Event Specialist Still Needed, Port Angeles High School Health Fair, sugar math (200 students), Partner Spotlight, Leadership Challenge (Donna)
- Irrigation Festival Booth
 - OPHCC agreed to pay students for help at the Sequim Irrigation Festival. Molina paid for all of the smoothie supplies and it required 6 people, working all day to keep up with the traffic at the booth.
- Sequim Middle School Banners
 - Leslee has been working with the Sequim School District and District Nurse to implement the Wellness Program. The district would like to hang 5210 banners with updated graphics in all of the lunch rooms. They will start with the Sequim Middle School and the school has agreed to pay for the banners. Donna will work with Leslee on new graphics to include sugar math.
- Healthy Leader Challenge Update
 - Donna is the lead organizer for the 5210 Healthy Leaders Challenge 2019. Donna has started the poster of leaders and currently has 12 leaders that have committed to the challenge. Donna will follow up with leaders that signed up at the coalition meeting. Donna will coordinate and Monica will present the challenge at the July 10th Port Angeles Chamber meeting.

- Board of Health Presentation
 - Mark, Donna and Monica will be presenting at the Board of Health meeting on June 18th. More details will follow soon.

Meetings

The regular meeting of the OPHCC is scheduled for Wednesday, May 15th, 2019 at 1 p.m. at the Sequim PUD

The next OPHCC Board Meeting is scheduled for Monday, June 10th at 4p.m. at Olympic Medical Center, Port Angeles.

Meeting ended at 5:24 p.m.
Respectfully Submitted,
Leslee Francis, Executive Director