

**Wahkiakum Community Network**  
Regular Public Board Meeting Minutes  
Monday, May 5, 2008, 7:00 PM  
River Street Meeting Room

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The meeting was called to order by Chairman-interim Chris Holmes at 7:05 PM at the River Street Meeting Room. In attendance were: Nichole Tarabochia, Kassy Burdick, Beth Hansen, Jon Dearmore, Karen Fleming, Carole Lewis, Colleen Theisen, Ann Snyder, Steve McClain, Tammy Peterson – PR Coordinator, Lia Sealund - Director, and guests: Blair Brady – Wahkiakum County Commissioner, Nicki Thomas - SWAAAC, Kaelee Dearmore - youth. A quorum was present. Introductions were made.

Previous Regular Board Meeting minutes were reviewed; *Kassy moved to approve; Beth seconded and the motion carried unanimously.*

**Executive Committee** ~ Minutes were provided for the Executive Meeting date April 21, 2008. Karen asked if the Network Café fulfilled the requirements of Family Policy Council as the Review of Community Efforts if the Café was held every six months, as apposed to every three months as planned. Lia said it did; the six month proposal came from evaluations from the March Café. Chris suggested that the June Network Café include an activity involving the attendees to brainstorm making the Café more beneficial to each of them. To help plan this, and future Café's, it was suggested to assign this project to the Planning Committee.

**Public Relations** ~ Lia is still working on the Post Community Norms Initiative Phone Survey data – it will be presented at the next Board Meeting.

Carole gave an overview of the Did You Know...project. All ads for publication for the Eagle must be under the umbrella of these three things: (1) Educating the public about Wahkiakum Community Network, (2) Engage the Public on Policy related to substance abuse, and (3) Educate the public about local resources available.

A summary of Project Bottle Tagging Brag (targets adults providing alcohol to minors) and the Drinking and Driving Prevention Booth (targeting youth drinking and driving, underage drinking and riding with drivers who have been drinking) was provided. During Bald Eagle Days – July 18<sup>th</sup>/19<sup>th</sup> the Network will hold the Dedication Ceremony of the Pledge Wall. It is recommended by Lia that fundraising events targeting Bald Eagle Days and Wahkiakum County Fair (August 21- 23) be postponed until next year to allow unrestricted funds to be directed towards Dr. Embry's Syndemics public education workshop planned on August 28 & 29. The sub-committee for the Syndemics workshop will be Kassy, Tammy, Colleen, Steve, Lisa, Carole, Tammy and Lia. They will set up dates for planning meetings ASAP.

**Allocations** ~ Kassy presented a summary of the minutes from the April 29<sup>th</sup> committee meeting; the committee had three items on the agenda – 1) review quarterly progress reports for all Network funded direct service projects; 2) Determine and make recommendations for unallocated funds for remaining fiscal year ending June 30, 2008; and 3) Make recommendations for available funding for the next fiscal year of July 1, 2008 – June 30, 2009. Kassy reported that all programs reviewed were on target and meeting their goals; Lia reported that there is no unexpended funds projected for the remaining fiscal year, and there will be \$47,160 available for the next fiscal year for direct service funding from Family Policy Council grant funding and Community Mobilization grant funding. Lia informed the board that if the board selects to allocate the available funds, the authority to make the final decision for allocations should fall to the Executive Committee because this is the last full board meeting until August. *Kassy moved that funding be continued through the remaining contractual period ending June 30, 2008 for all direct service programs currently funded; run a Request for Proposals (RFP) in the Wahkiakum Eagle*

and the Chinook Observer each week successively through May 23<sup>rd</sup> to accept applications for the projected \$47,160; and to request the Allocations Committee review applications and make recommendations to the Executive Committee for final decision at June's Executive Committee meeting. Colleen seconded and the motion carried unanimously. Lia will place the RFP ads with applications due May 30, 2008. The Allocations Committee will meet again June 10<sup>th</sup> at 6:00 PM to review applications.

**Membership** ~ Kassy nominated Nichole Tarabochia, representing non-fiduciary County Commissioner district 1 for Blair Brady; and Jon Dearmore – fiduciary Law Enforcement to be appointed as board members. Karen second and the motion carried unanimously. Welcome! Exit Interviews were held with Bill Tawater and Suzi Mackey. Participants felt good about the experience. Both Bill and Suzi felt that they learned a lot from being on the board. Karen said that this was valuable information. Lia presented a draft Exit Interview procedure to outline the process and recommended format. Lia asked that we add a nominal recognition gift such as an engraved mug and certificate of appreciation to be presented at the exit interview. Nicole moved to accept the suggested procedure with the nominal gift. Steve seconded and motion carried unanimously.

Vacant Positions:

*Fiduciary* – Employment Security (1); *Non-fiduciary* –Service Org. (1); City Council (2); Co. Commissioner (1) district 3 - Cothren; School Board (1)

**Administrative** ~ Lia presented a new evaluation tool, Community Mobilization Scorecard, for the Policy Board. The goal is to assess each board member's perception of sense of community, mobilization capacity, readiness for focused action, and conflict resolution. Lia took notes of member feedback while Chris walked us through the evaluation; each member scored individually. This evaluation is recommended biannually.

Lia informed the board that the Community Mobilization will be submitted May 15<sup>th</sup> for the next fiscal year. Lia requested tabling the item of the Community Norms Initiative revision of policy to Wahkiakum School District until she has more time to develop a draft letter for review.

**PR Coordinator** ~ Tammy presented a draft for the Youth Incentive Package for Wahkiakum County high school student board members. The draft package suggested the terms of service be reduced from three to one year, to be more adapting to high school student's availability. After extensive discussion, Nicole and Kaelee recommended the terms remain at three years. Additional discussion included how many meetings students must attend throughout the year, code of conduct and minor edits, Steve moved to adopt the Youth Incentive Package with revisions noted, Kassy seconded and the motion carried unanimously. Tammy gave an update on Brag Night – it is scheduled for November 2008.

**Northwest Alcohol Conference:** July 17 & 18; Boise Idaho. Five people would like to attend including board members representing Wahkiakum High School, Naselle High School, Wahkiakum Community Network and Wahkiakum Sheriff's Department. Lia reviewed the budget and recommends available funding for three to attend. Kassy moved to send one representative from each school to be selected by the superintendents and Jon Dearmore who will represent Wahkiakum Community Network and Wahkiakum Sheriff's Office; Steve seconded and the motion carried unanimously.

Respectfully submitted, Carole O. Lewis, Secretary