

Wahkiakum Community Network
Regular Public Board Meeting Minutes
Wednesday May 5th, 2010
River Street Meeting Room

Call to Order – The meeting was called to order by Kassy Burdick-Chair at 6:00pm at the River Street meeting Room. The following were in attendance: Shelby Felton, Evelyn Clark, Jordyn Wirkkala, Carole Lewis, Kassy Burdick, Lisa Frink, Karen Fleming, Erin Wilson, Susan Schillios, Chris Holmes, Ashley Helms, Lisa Ridout, Jon Dearmore, Linda Hartung, Carrie Kenney, Lia Sealund, and Tammy Peterson. Guests that attended were: Commissioner Blair Brady; Dennis Gordon, president of Kiwanis. There was a quorum.

Approval of Previous Minutes – *Jon moved to approve the last minutes; Evelyn seconded and the motion passed unanimously.*

Guest Input, Public Comment – Dennis Gordon from the Kiwanis’s club attended the meeting to gain a better perspective of who the Network is and to offer collaboration with the Network for future events. Dennis presented a summary of the history and activities of Kiwanis in Wahkiakum County:

Kiwanis is a self-supporting non-profit entity that supports itself through annual dues, an annual golf tournament, the Bald Eagle Days breakfast feed and annual fundraising activities. Projects supported include a recent book giveaway at JA Wendt Elementary School, student scholarships for continued education, St. James Family Center Safety Jamboree and the most recent endeavor, the Annual Long Boarding Championship.

Trainings/Summaries/Presentations – Tammy presented two free training opportunities coming up in Vancouver and Olympia on Monday the 17th and Tuesday the 18th (respectively). The trainings included environmental strategies on policy development training and Rx360 on prescription medication access prevention. Jon Dearmore, Kassy Burdick and Tammy volunteered to attend these trainings. Tammy also received recognition from Department of Commerce for achieving credit hours for attending evaluation training and substance abuse prevention while attending the Department of Commerce Community Mobilization training in October 2009.

Membership Appointments/Changes – None

Breakout sessions –

- Planning Committee: The committee continued development of the Code of Ethics Policy. Carrie reported that the draft might be too all inclusive; they are working to pare it down since some of the policy is already identified in our bylaws. *Development will continue on the August agenda.*
- Allocations Committee: Members reviewed Quarterly Progress Report forms and made recommendation for administration of the new fiscal year allocations/RFP process. Erin reported that this fiscal year there has been a significant delay from the state on Network allocations. These funds are used for our local direct service grants. Due to that delay, release of funds will occur after the Network’s last public board meeting for the fiscal year. The committee recommends that when Lia is notified of the funding levels available, the budget should be presented to the Executive Committee for approval, and then released to the public in a Request for Proposals (RFP). Lia will screen the RFP’s and schedule an Allocations Committee to review applications for funding, with the final decision presented to the Executive Committee. *Shelby moved to approve the Allocations Committee recommendation; Evelyn second and the motion passed unanimously.*
- Membership Committee: The committee continued development of a new member application form. Shelby reported that the committee supports the requirement for board member’s to

comply with a background check conducted by the Washington State Patrol or other law enforcement entity. The committee made minor edits of the application form. Lia will revise the form accordingly. The committee recommends Lia develop the system of background checks and report back to the board with her recommendations. Chris Holmes offered to share with Lia the procedures used at Wahkiakum Health & Human Services. The committee also recommends the procedures dictate the results are revealed to the Chair and Director only. *This item will be placed on the August agenda for further discussion and procedure development.* The committee also worked on development of a Membership Retreat. *This discussion will continue on the August agenda.*

- Public Relations Committee: The committee reviewed development of the Healthy Community Summit. A sign-up sheet was passed around for volunteer recruitment for this event. The committee scheduled a committee meeting for May 11, 2010 to continue discussion of the Bald Eagle Days and Fair events.

Staff Reports –

- New Fiscal Year Funding: Lia provided an update of dates we should hear from anticipated grants for the new fiscal year. We should hear from the state by the end of May and the fed's by August.
- Community Center Development: Mayor George Wehrfritz has solicited support for the project. The board was asked if they would like to present a letter of support or a letter identifying specific resource or volunteer commitment for the project. *Lisa moved to provide the Town of Cathlamet a letter of support at this time, with further consideration for additional resources as the project solidifies; Erin second and the motion passed unanimously.*
- Community Mobilization Scorecard: Lia presented a verbal summary of the survey results. This assessment will contribute to development of the Membership Retreat as assesses four areas: Sense of Community, Mobilization Capacity, Readiness for Focused Action, and Conflict Resolution. Out of a matrix of 0 – 4 with 4 being the highest possibility, the 19 question survey averaged 3.6. This is consistent with 2009 (3.4) and 2008 (3.6).
- Youth Leadership Initiative: Tammy provided an update of the initiative and current youth qualifying for the continued education scholarship. The board concluded the year with three seniors; Tammy confirmed that the youth's GPA qualifies for the scholarship as of the third quarter of their senior year.
- Meth Action Team: Tammy provided an update of the MAT activities for the year and updated the board on the final development of the Healthy Youth Summit – a project spearheaded by the MAT.

Upcoming Events/Trainings/Opportunities –

- CADCA Mid-Year Trainings Institute: Lia presented the training opportunity for discussion. Past year's practice has provided the training for new youth recruitments at the beginning of their term with the board of directors. Tammy has scheduled to make a presentation to Wahkiakum and Naselle School Districts to recruit youth to fill vacancies on the board of directors. Youth that commit to membership have been offered this training in the past. Board members agreed the training is a positive experience and opportunity for youth. *Ashley moved to approve to use the funds designated for training to send new youth and current remaining youth board members to the 2010 CADCA conference; Jordyn second and the motion passed unanimously.*
- Naselle-Grays River Drinking and Driving Pledge Drive: scheduled for May 10-14, 2010
- Wahkiakum School District Drinking and Driving Pledge Drive: scheduled May 17-21, 2010
- Wahkiakum Bottle Tagging Event: scheduled June 9, 2010

The meeting was adjourned at 8:15

Minutes Respectively Written by Lia Sealund, Director and Jordyn Wirkkala, Secretary