



Coalition Meeting Minutes

DATE: November 09, 2010

START TIME: 3:00 pm

END TIME: 4:45 pm

Facilitator: Rosanne McPhail

Members Present: Barbara Bate, Shelley Carter, Rene Devantier, Kat Erskine, Tara Finch, Jean Fisher, Mary Goelz, Wayne Leonard, Katie Lindstrom, Rosanne McPhail, Martha Murfin, Sarah Taylor, Flint Wright, Monica Younger, Michelle Zilli

Guests: Chris Ode, Chinook Lutheran; Sidsel Tompkins, Ocean Park Lutheran; Adrienne Strehlow, Ocean Park Lutheran, Mark Perez, Community Volunteer.

AGENDA ITEM	DISCUSSION	DECISIONS, ACTIONS, ASSIGNMENTS
Introductions/ Announcements	Wahkiakum County Youth Coalition will be presenting at Naselle School Board meeting 7:00 pm November 16. Sarah Taylor needs volunteers to help with _____. Parent Group (second Tues), Guiding Good Choices (Thursdays), and Game Night (second and third Fridays) are going on this week. The Boys and Girls Club will be hosting a Holiday House Tour the second weekend in December. Barbara Bate is writing a grant with a short deadline for NAMI and will be looking for letters of support. Flint Wright introduced Mark Perez, who is helping the City of Long Beach with technology and websites. Kat Erskine thanks everyone for their well wishes after her stay in the hospital 2 weeks ago.	
Member Show and Tell	Shelley Carter of the Health Department shared a little about all the Health Department services and passed out a brochure detailing some of those services. Shelley does home visits to families and also does immunizations. She loves living and working here and enjoys spending time with her family.	
Previous Minutes	Members reviewed previous meeting's minutes and approved them without corrections.	Barbara Bate moved, Jean Fisher seconded

By-laws revision to include Treasurer as an officer	Wayne Leonard and the capacity team presented language to amend the WellSpring by-laws to add the position of treasurer. Flint Wright added that David Glasson of the City of Long Beach was willing to help WellSpring in a financial oversight capacity.	Flint Wright moved to add the language, Shelley Carter seconded.
DFC year-end wrap-up	Katie Lindstrom discussed the DFC funding and shared a report that showed a \$26,000 carry forward which must be spent in the next fiscal year on one-time expenditures. WellSpring was able to document \$131,000 in matching funds for the fiscal year 2009-2010. Next year the coalition must show match of \$151,000.	
Personnel Plan and change of effort	Because of the change in paid staff the coalition must turn in a personnel plan and a change in level of effort statement to the DFC. Our current plan is to have Monica Younger work 25 hours a week and Katie Lindstrom 8hrs a week funded out of DFC as co-coordinators. Wayne noted that the positions would reflect about a 20% decrease in total staff time. Job descriptions are being revised.	Wayne Leonard moved to approve the change in level of effort and the personnel plan. Mary Goelz seconded.
Approve carry forward request	Katie explained the different events/contracts that would be funded using the carry over DFC funding. Wayne had a question about the flexibility of the budgeted items—Katie explained that the coalition could make changes without another vote if the budget varied by less than 25%. Mark Perez noted that he could help with website and that it would be less than what was budgeted.	Wayne moved to approve the request to Carry funds forward. Kat Erskine seconded.
Approve DFC Budget	Rosanne explained the DFC budget—the sheet distributed included multiple columns that made up all funding for WellSpring. Rene had a question about the youth coalition consultant. Wayne had a question about the ability to move funding between line items. Shelley asked for clarification about the school/community prevention consultant.	Rene Devantier moved to accept the 2010-2011 DFC budget. Michelle Zilli seconded.
Approve Family Policy Council Budget	Rosanne led a discussion and explanation of the Family Policy Council budget. The funding may be in jeopardy due to the budget problems at the state level. FPC funds have fewer restrictions than DFC funds.	Barbara Bate moved to accept the FPC budget. Jean Fisher seconded.

Annual Plan 2010-11	Katie and Rosanne led members through the plans for the next DFC fiscal year that began in October. Members were invited to add other events or national campaigns as appropriate.	Barbara Bate noted that May is Mental Health Awareness month.
New Board Members	The capacity team received one new application from Clyde Zaidins. Clyde is a retired physics professor who now works with youth at Ocean Park Elementary and Ilwaco High School in the areas of science and math.	Mary Goelz moved to approve Clyde's membership. Flint Wright seconded.
New Officers	Each officer position is up for a one-year term. Wayne read the job descriptions for all the officers. Rosanne suggested that the capacity team send an e-mail to the membership soliciting nominations. Still need a nomination of someone to be treasurer.	Katie Lindstrom nominated Flint Wright as historian. Shelley Carter re-nominated Rosanne as Chair. Marc and Eric were also re-nominated.
CADCA Leadership Institute	This is an excellent opportunity for training sponsored by CADCA February 7-10, 2011. Monica will go to participate in the graduation ceremony from the CADCA Academy. Our DFC budget allows for others to attend. Other interested members were asked to sign up.	Rosanne asked for members to put their names down if they wished to attend.
Draw the Line Campaign	To reinforce the new laws that are going into effect, the Washington State Coalition to Reduce Underage Drinking (RUaD) is sponsoring a "Draw the Line" campaign (We will draw the line between youth and alcohol). WellSpring is eligible to get a \$1000.00 stipend by doing some activities and providing documentation to RUaD. WellSpring will be pursuing Strategy III on this site: http://www.starttalkingnow.org/stateefforts/ruad.shtml	An ad hoc committee will be formed—all activities must be completed by March. Rosanne asked people to sign up if they wanted to be involved. Anyone can become involved –please contact Monica.
Funding Team Report	Michelle Zilli introduced the new team funding application to allow teams more autonomy in getting funded. Mary asked about any increase in evaluation requirements for team funding. Funds will come from the DFC grant and the funding team will be able to fund teams who clearly show that their request ties into the DFC goals. Katie noted that the money comes to the teams as a reimbursement—receipts must be presented before funds are disbursed. Teams can also use purchase orders if necessary.	Micelle Zilli called for any teams to begin using the new form. Michelle also invited any interested members to join the funding team, which meets when necessary. The mini-grant funding application will also be revised.

Mini-grant Recipient Reports	<p>Katie Lindstrom was funded to purchase T-shirts for Adventure Day participants. Jean commented on how coveted the T-shirts were by the students.</p> <p>Sarah Taylor was funded to purchase a DVD on prevention to use in presentations to IMHS students, and she will continue to use in the future.</p>	
Red Ribbon Week Team Report	<p>The event was well received, the team met for a debrief at 2:15 and came up with ways to improve for next year, including volunteer support in the form of celebratory meal on the day of ribbon hanging and longer lead time for more coverage.</p>	
Review and Closing	<p>Rosanne closed the meeting at 4:45 pm</p>	