



Board Meeting Minutes
Monday, September 14, 2020 – 2:00-3:30 pm
Zoom Meeting

Board Members Present: Zoe Sowa, Chair
Liliana Ayala, Member at Large

Others Present: Denise Rowlett, Coordinator
Lyndsey Owen, Project Director
Chelsea House, Administrative Assistant

1. **Approval of Minutes** – Lyndsey moved and Chelsea seconded to approve the August 10, 2020 meeting minutes; motion passed.
2. **Staff Reports**
 - a. Program Director – Met with Britney Smith, program grant manager for HCA DBHR; will closeout 2019-2020 grant year; action plan was approved with change of replacing town hall with community awareness activity; pushing to host Youth Mental Health First Aid in place of Question Persuade Refer, Lyndsey and Gracie are working to recertify for YMHFA. Waiting for new DFC grant manger assignment.
 - b. Coordinator – Progress report, core measures, coalition classification tool, and sustainability plan were all submitted in DFC Me. Provided February 2020 coalition snapshot to board. A lot of time has been spent on color run. Provided update on work of the substance use prevention committee.
 - c. Administrative Assistant – Attended CDC webinar last Friday; Lyndsey received slides and will forward.
3. **Grant Management**
 - a. Expense Tracking – The expense tracking and drawdown tracking sheets were reviewed. Funds for Red Ribbon Week are reallocated to purchase additional locking medication bags. Will spend down the promotional items and incentives allocations.
 - b. Match Tracking – Spreadsheet not updated. Denise estimates the open swim will provide roughly \$25,000 in match. We should end the year with match to carryover.
 - c. Funding Requests – Received request from Kat Staats for South Bend’s Gear Up week; funds to support this are already in the budget.
 - d. Action Plan Review – NSTR
4. **Logo and Branding** – Reviewed the final two logo concepts based on feedback. Present to general coalition and have them vote.
5. **Color Run** – 187 orders, 381 participants; ages range from 1-95; most are in Washington but also shipped to Oregon, Nevada, and Virginia. Mailed 84 packets, the rest were pick up. Extending deadline through September 30th due to poor air quality. Received \$1,000 from Willapa Harbor Health Foundation.



TAC

Teen Advocacy Coalition

6. **Tall Cop Says Stop** – Discussion about partnering with R2R and WellSpring to do a webinar; take to carryover committee. Per Lyndsey, there is a three-hour minimum for clock hours.
7. **Other Business** – None.

Next Meeting: Monday, October 12, 2020 – 2:00 pm