

# December 2017

Prosser CIA Coalition		
12.14.2017	8:15 am-9:40 am	Bethel 270 N Gap Rd. Prosser, WA 99350
Meeting called by	Jim Hopwood, Chair	
Type of meeting	Monthly General Membership	
Secretary	Linda Villanueva	
Attendees	Haley Greene, Jim Hopwood, Shayla Pambrun, Erika Wassom, Lishka Springer, Rachel Shaw, Linda Villanueva, Mark Cole, Jani Andrews, Julie Urrutia, Dave Stockdale, Suzi Strausz, Jennifer Dorsett, Scott Hunt, Kolleen Schlenker, Maricruz Mendoza, Hana Vermium, Beth Knapinski, Deanna Flores, Lizette Atilano	
Call to Order		
Action Items		
Linda Villanueva	Reading of November's General Membership Meeting Minutes	
Vote: <b>Approved</b> Moved: Rachel Shaw 2 <sup>nd</sup> : Julie Urrutia In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve November's General Membership Meeting Minutes with corrections.</b>	
Shayla & Haley	Treasurer Report	
Haley and Shayla will work on getting all last 3 years statements in order to self-audit and make sure all checks are cleared and also compare checks to online statement since there were discrepancies found in September's bank statements.		
Community Partner Updates		
Rachel Shaw	City of Prosser	
Introduced herself discussing her role as City Clerk and within the CIA Coalition.		
Julie Urrutia	PMH	
Introduced herself and PMH role to the CIA Coalition		
Beth Napinsky	PMH	
Introduced herself to the CIA Coalition. She recently relocated from Nebraska and now serves as the Director of Marketing.		
Maricruz Mendoza	Parent Member	
Introduced herself to the CIA Coalition.		
Hana Vermium	Bethel and Sharehouse Intern	
Currently helping Carlos from Sharehouse with Vision and Mission statement; they are waiting for move in to the Sharehouse building and talking with the owner.		
Janie Andrews	Winery/PTA	
Discussed the free local showing of The Polar Express.		
Suzie Strausz	Community Member	
Discussed her role as a former School Counselor and is currently serving alongside Brett Dillahunt with Mustangs for Mustangs. They are currently working on boxes to be delivered to student's houses.		
Jennifer Dorsett	WA State Traffic Safety/Target Zero	
Serves as the Target Zero Manager for Traffic Safety. She reported that DUI holiday patrols are out for the next 3 weeks, all of Benton and Franklin Counties and State Patrol are participating, media campaigns reminding everyone to be safe and letting them know what stats are with DUIs. Right now Yakima valley is 40% of DUIs in the state. She encouraged everyone to be safe over the holidays.		
Lizette Atilano	Boys and Girls Club	
Introduced herself and shared she serves as the Teen Coordinator at the Boys and Girls Club.		
Lishka Springer	ESD123/PI	
Prevention Intervention at Prosser HS. She reported the level of business at the HS with the winter break around the corner.		
Shayla Pambrun	House1 MS	

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Counselor at MS and CIA Coalition Treasurer. She reported that the Youth Coalition met last Thursday for a holiday party and discussed how to encourage kids to be caring; right now names on fish bowl for caught caring-those students will be acknowledged at the assembly on the last day of school. Shayla and her Co-counselor will be doing a 6 <sup>th</sup> grade growth mindset group; lessons on persistence, mindfulness and gratefulness and adding in refusal skills to start after winter.	
Deanna Flores	Prosser School District
Reported they just renewed Lishka's contract. Discussed a meeting with Ed Conrow, and how currently there is only one Mental Health person available within the district. There is a need for more services for kids due to growing mental health crisis. Report on husband's hip replacement-personal. Concern for students: drug related also showing discipline related.	
Scott Hunt	Prosser School Board
Reported students from CIA spoke on Tuesday regarding summit and that Carlos spoke about Sharehouse and put on a PowerPoint presentation. He discussed a voluntary drug screening program for athletics where students can opt into program (with parent's consent)—to be used as an alternative for peer pressure and to help parents identify drug use going on. The hope is that by end of January it can be brought to the school board.	
Mark Cole	School Resource Officer
Discussed the department donating Thanksgiving meal vouchers for families in need, discussed meeting with several students on a weekly basis and being happy to be a positive role model. He reported it's good to see elementary school excited to see officers; emphasis on building relationships with the kids; empowering them to have a positive mindset.	
Kolleen Schlenker	Prosser Branch Mid-Columbia Libraries
Discussed preparing for upcoming programs such as the afterschool preschool program for early literacy and Grinchmas for the holiday.	
Dave Stockdale	City of Prosser
Introduced himself and discussed being a part of the Prosser Library's Grinchmas.	
Linda Villanueva	Communities In Schools
Discussed current CIS programs at Housel and an increase in need for families due to holidays.	
Jim Hopwood	Bethel Pastor/Chair
Provided an update inviting everyone to drive through nativity at Bethel from 6pm-8pm; to include a live camel and an elves workshop.	
<b>New Business</b>	
Haley Greene	DFC Budget and Action plan
	<ul style="list-style-type: none"> <li>No significant changes, some slight shifting of funds (nothing DFC manager will question).</li> <li>Personnel—Increase of \$1600 for Erika's wages.</li> <li>Fringe benefits—holiday/vacation pay—added Erika in that is \$2079 increase financially, to include day to day travel, prevention summit, overall travel.</li> <li>Mileage is now .53 (correction needed since not .56)—per Erika Wassom.</li> <li>Decrease in number taken to prevention summit- CIA is spending a little less in prevention summit.</li> <li>Equipment kept at \$500.</li> <li>Supplies-everything stayed same as well, slight increase for coalition branding items \$234 increase. There was a line item for drug and alcohol resource book so that was taken out and that gave CIA an additional \$1400 dollars to help balance at end.</li> <li>Contract federal request-increased by \$200 because bussing advertisement and billboard there was a slight error.</li> <li>In end everything lined up for DFC grant and numbers need to be approved.</li> </ul>
Vote: <b>Approved</b> Moved: Jennifer Dorsett 2 <sup>nd</sup> : Rachel Shaw In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve Budget (to Include amendments).</b>
Vote: <b>Approved</b> Moved: Shayla Pambrun 2 <sup>nd</sup> : Rachel Shaw In Favor: Unanimous	<b>Moved to approve Action Plan</b>

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Opposed: N/A Abstain: N/A	
Rachel Shaw	Bylaws
<p>During a previous Executive Board meeting, the Board gave direction to update the Bylaws. A Subcommittee was formed consisting of Haley, Shayla and Rachel.</p> <p>Changes were made accordingly after review and feedback from the City Attorney. Changes made include: Meetings under article 5 update area to spell out where regular membership meetings are located and at what time. Change of address for Bethel 270 not 250 (Per Jim Hopwood). Right above that under Sector Representatives a last bullet added "Prosser area residents".</p> <p>Changes made to areas -- "the 12", after CPWI, "and the Prosser CIA's additional sectors below."</p> <p>Rachel discussed reviewing Bylaws annually and making amendments with 2/3 majority vote. Active membership was reviewed (Article IV under membership): if you miss 2 consecutive meetings you go into inactive status.</p>	
Vote: <b>Approved</b> Moved: Dave Stockdale 2 <sup>nd</sup> : Julie Urrutia In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve Bylaws as amended.</b>
Shayla Pambrun	Conflict Interest Policy
<p>CIA developed conflict of interest to address conflict matters with a policy addressing financial matter (Article I)--PURPOSE--for example a financial interest can be salary, Executive board will decide if there is a conflict of interest to make sure we look at all other options to see if that is the best option for CIA. If a member does not disclose a conflict of interest, the board can take necessary actions; If there is a conflict of interest you will not vote. Addressing conflict of interests is a requirement for nonprofit status CIA is trying to apply for.</p>	
Vote: <b>Approved</b> Moved: Mark Cole 2 <sup>nd</sup> : Suzi Strausz In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve Conflict of Interest Policy.</b>
Haley Greene	Additional grant applications
<p>CIA qualifies to apply for the CARA grant (\$50,000 over 3 years) to focus on opioid epidemic. Haley discussed how CIA would like to expand outside of Prosser into Benton City, the grant would allow for an increase in the number of lock boxes, support for additional media campaign, support for the teen program hidden in plain sight and covering additional staff time. Haley touched base with CIA fiscal agent and they approved.</p> <p>Another opportunity with Mental Health grant (\$20,000) and City is on board. Grant could potentially be used for mental health first aid training, some of the money can go toward paying for substitutes so teachers can attend. Additional mental health activities in community and would cover additional staff time; city agrees and this is something we've done in past and should continue.</p>	
Vote: <b>Approved</b> Moved: Rachel Shaw 2 <sup>nd</sup> : Dave Stockdale In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve moving forward with CARA Grant</b>
Vote: <b>Approved</b> Moved: Suzie Strausz 2 <sup>nd</sup> : Jennifer Dorsett In Favor: Unanimous Opposed: N/A Abstain: N/A	<b>Moved to approve moving forward with MH Grant</b>
<b>Program Updates</b>	
Erika Wassom and Haley Greene	Guiding Good Choices
<p>Erika to start Guiding Good Choices estimated to begin Jan 17<sup>th</sup> and will begin advertising shortly; now have facilitators along with promotion for migrant families moving forward. Both Spanish and English classes will be provided. Haley reported that Deanna Flores offered to do printing for CIA to promote Guiding Good Choices, which helps with cost.</p>	
Erika Wassom	Second Steps
<p>Last round of Second Steps finished previous week. Erika is currently working to input data, ready to start for upcoming year. She reported 92% of middle school running through that program and PE teachers that teach that class are phenomenal.</p>	

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Haley Greene	CADCA
Haley working on confirming who will be attending in February.	
Erika Wassom	Community Surveys
Currently at 254 general community surveys and the goal is 300. Hoping to have 300 in by Dec 31 <sup>st</sup> . Prosser library has been phenomenal in handing them out.	
<b>Monthly To-Do's</b>	
Erika Wassom	MATCH Documents
Coalition encouraged to connect with Erika regarding any MATCH questions. Erika has revamped MATCH forms and plans to have new forms available upon return from winter break.	
Erika Wassom	Membership Agreements/ Background Checks
All coalition members to re-sign next month (January) and encouraged to invite anyone interested. If you have membership binders please bring them to meetings, we will be updating documents and have binders ready by next January—Erika can provide a binder for those who don't have one.	



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Jim Hopwood, Chair

Attest:



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Linda Villanueva, Secretary