

LIBERTY COMMUNITY HEALTH ACTION TEAM
BOARD MEETING
April 21st, 2016
Minutes

Present: Janet Bartnik – Chairperson Pro Tem; Director of Parks and Recreation
Rebecca Fisher – Treasurer; Wellness Coordinator, Liberty Public Schools
Diane Kipping – Secretary; Manager, Employee Health, Liberty Hospital
Kate Lesnar – L.C.H.A.T. Project Coordinator
Gary Zaborac – Chairperson; Director of Clay County Public Health

I. CALL TO ORDER

Gary Zaborac called the meeting to order at 15:45 pm.

II. March 25, 2016 MINUTES

The minutes were read, as submitted. The minutes were approved, by voice vote, with minor revisions made.

III. TREASURERS REPORT

Rebecca Fisher reported a beginning balance of \$7,301.00 for the month ending March, 2016. There were no deposits but a check was written for a total of \$2,500.00, which included the project coordinator's salary. Ending balance was \$4,801.00.

Janet Bartnik reported that the tax report for 2015 has been filed with the appropriate agencies.

There was a brief discussion regarding the current balance and whether or not all of the monies had been received from each of the business partners. Everyone agreed to follow-up with their respective finance departments and report back at the next meeting.

IV. PROJECT COORDINATOR'S REPORT

Kate Lesnar provide a written report identifying specific details with regards to updates of the program, stakeholders, meetings, as well as several issues/concerns and other notes for the Board.

Kate indicated the original debit card did not have "LCHAT" on it, so another one has been ordered. There was a brief discussion regarding whether or not the April 27th Stakeholders meeting should be a working meeting; everyone agreed. It was also agreed that the HIA street design and sidewalk survey should be pushed out through the partners.

Kate provided an update on the status of each of the teams.

Nutrition team: the proposed teacher role modeling survey has been revised to a parent survey to be conducted in the fall. There will need to be further discussion at the stakeholder's meeting.

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Physical activity team: the Pedestrian Crossing Survey has been completed; survey results are pending.

Communications team: the William Jewell College video is in draft form; members have been researching promotional items to use for community engagement activities; recommendation has been made to send out a press release announcing that our association with GPRed has concluded and we are now an independent 501c3, thanks to funding from a Live Well Grant, from the Liberty Hospital Foundation.

Service Providers Team – an e-mail was sent to the members of the Chamber of Commerce. However, suggestion has been made to put together some type of “packet” with LCHAT materials.

V. OLD BUSINESS

Gary reported that he had checked with legal about using the C.C.P.H.D. Auditing Firm and their recommendation is to move forward with that, for now. Going forward, we will send out an RFP, as needed.

VI. NEW BUSINESS

There was a very lengthy discussion regarding the proposed agenda for the next Stakeholders’ meeting, scheduled on April 27th at 1:00 pm. Approval was given for the tentative agenda initially submitted.

X. AGENDA ITEMS FOR NEXT MEETING

Next meeting is to be held on May 19, 2016, at the Clay County Public Health Department, at 3:30 pm.

Tentative agenda items include: Treasurers Report, Project Coordinator’s Report, follow-up from Stakeholders’ meeting and/or other items as identified.

XI. ADJOURNMENT

There was no further business; the meeting was adjourned at 16:45 pm