



Community Coalitions of Idaho Executive Committee Meeting

June 25, 2018
10:00 a.m., MST, 11:00 a.m., Pacific

Minutes

Attending: Kavi (Youth Sector/CCI Chair); Rose (Vice Chair, R7); Tammy (Treasurer); Debi (Director); Molly (Advocacy/Outreach Coordinator); Lisa Davis (Incoming Vice Chair & Parent Sector Rep); Kendall (R4); Susan (R2).
We missed: Jason (Advocacy Chair); Erika (Business Sector/R1); Penny (R3); Chris (Evaluator);
Incoming: Sylvia Ryan (Secretary); Sharon Infanger (R7); Darin Burrell (Advocacy).

Sector Representatives: Darin Burrell (Law Enforcement Sector); Esmerelda Herrera (State Government Agency); Nancy Lopez (Other Sector); Anita Kronvall (Religious Fraternal); Teri Carrigan (Media); Allyson LeForce (Youth); Toni Lawson (Healthcare); Kevin Sharrai (Civic Organizations); Mandy Strey (Schools).

Time	Item	Who	Action	Discussion
10:00	Welcome	Kavi	<ul style="list-style-type: none"> Welcome to our board and NEW board members Minutes Review & Approval EB May 2018 Minutes from General Meeting attached 	<ul style="list-style-type: none"> Rose convened meeting. May 21, 2018 minutes were reviewed. Motion to approve made by Kendall, seconded by Tammy, <i>approved</i>. Debi requested approval to send out the CCI report from Evaluator Chris to our sector representatives' as outlined in our DFC application. She will send this out with a thank you.
10:10	Budget/Expense Report	Debi	<ul style="list-style-type: none"> June 2018 Budget Updates SPF SIG/Millennium Cara & DFC grants 	<ul style="list-style-type: none"> Budget June 2018 expense report reviewed: \$13,306.38 in SPF Sig Funding. It is higher this month due to estimated June payroll and second quarter taxes. We replenished office supplies. We paid accounting services to date. The accounting firm extended our tax return and Debi requested that it be finalized before the fiscal year/grant ends and it will be paid. We have not received our SPF SIG requested reimbursement. Funding is available for NWOC scholarships. Lisa, Debi and Tammy are attending as volunteers so the registration fee will be waived. Debi provided a summary of the two accounts. It shows that we are returning \$6,321.92 to the Spf Sig. Millennium Funds are pending determined by board retreat expenses. An EB board training will happen with part of the remaining millennium funds. The Oxford Suites will work with us to set the date and provide food. There is funding through millennium for potential travel.

				<ul style="list-style-type: none"> • Drop Boxes have been ordered and are available for placement. Contact Debi for more information. • No Idaho Coalitions received funding through the DFC CARA grant.
10:15	Updates	Debi	<ul style="list-style-type: none"> • Summertime hours • Legislative dates – who, when? 	<ul style="list-style-type: none"> • Debi and Molly will have shortened hours for July and August and will record hours worked on timecards as usual. • Molly is adding information to the CCI website including, Rx Take-Back Day Flyer, PMP Rack card for printing and Rx Bag Sticker template. She will continue to review the website for updates. • In September, Policy and Procedures documents and position evaluations will be sent out to past and current board members for feedback. • Kavi has Senator Hill in his area. Kavi will reach out to him regarding any upcoming legislation around marijuana and CBD oil. • Kendall is planning to send an email with an invitation to representations regarding the video <i>Chronic State</i>. Kendall also plans to meet with her representative and will represent herself as our CCI Region 4 officer. • CCI board members are encouraged to reach out and create relationships, and let people know who we are in preparation for next year’s legislative session. • Darin, as incoming Advocacy Chair will be asked about a generic letter members could send to representatives. Who will be on the Advocacy Committee? • Create a letter by the August or September meeting? Motion to research and produce made by Kendall, seconded by Rose, <i>approved</i>.
10:20	CCI Action Plan	All	<ul style="list-style-type: none"> • What is our goal moving forward? • By Laws Committee to convene. 	<ul style="list-style-type: none"> • Kavi is sending an email out with his new contact info. • The Policy and Procedure manual is available for review. There is some really great info in there. We will move forward with a review of the P&P manual and the bylaws by October. Committee consists of Tammy, Susan, Lezhai, and Debi.
10:30	Officer Updates	Debi	<ul style="list-style-type: none"> • Changing signature cards • Best time to meet • Info from each new board member 	<ul style="list-style-type: none"> • Debi and Rose will work on new signature cards in September/October. • Executive Board Meetings will be held on the fourth Monday of each month unless otherwise stated. • Motion to reconvene for our meeting in August with no July meeting and correspondence through email made by Kendall, seconded by Rose, <i>approved</i>. • Next Meeting: August 27 time tbd.
10:50	Coalition Updates	All		<ul style="list-style-type: none"> • Kendall attended the Opioid summit for Treasure Valley and The Association of Idaho Cities meeting and was able to secure some new speakers for MADC trainings.

				<ul style="list-style-type: none"> • Kavi said it has been a pleasure to work with you all. You are in capable hands with everyone stepping up into these new positions. Thank you for the wonderful experience serving as CCI Executive Board Chair. • Thank you Kavi!!
11:00	Adjourn			<ul style="list-style-type: none"> • Motion to adjourn made by Kendall, seconded by Rose, meeting <i>adjourned</i>.

Thank you to our outgoing board members, we appreciate your help and time. Welcome to our new board members!

Office	Currently Held By	Term Expires	Elected 2018-2019	Term Expires
Chair	Kavi	June 30, 2018	Rose Cheff	June 30, 2019
Vice Chair	Rose, Appointed 2017	June 30, 2018	Lisa Davis	June 30, 2020
Secretary	Vacant – 2 year term		Sylvia Ryan	June 20, 2019
Treasurer	Tammy, Appointed 2017	June 30, 2018	Tammy Rubino	June 30, 2020
Region 1	Erika	June 30, 2018	Erika McCall	June 30, 2020
Region 2	Susan	June 30, 2019	Susan Broncheau	June 30, 2019
Region 3	Penny	June 30, 2019	Penny Jones	June 30, 2019
Region 4	Kendall	June 30, 2019	Kendall Nagy	June 30, 2019
Region 5	Vacant			
Region 6	Vacant			
Region 7	Rose	June 30, 2018	Sharon Infanger	June 30, 2020
Past Chair	Alisha/Resigned	2017	Kavi Branham	June 30, 2019
Advocacy	Jason Marquette – Appointed 2017	June 30, 2018	Darin Burrell	June 30, 2019