

Hanover Cares Board Meeting Minutes – July 22, 2019
7522 County Complex Rd., Hanover, VA

Attendees:

Heather Shaheen (President), New Song Church
Octavia Marsh, Executive Director
Judson Flagg, Hanover County Sherriff's Office (Law Enforcement)
Ivy Sager, Hanover Community Services Board
Kerri Wright, Hanover County Public Schools
Trip Chalkley, Commonwealth's Attorney
Nancy DePaola, Citizen
Michael Davis, Citizen
Sarah Birkhead, Virginia Department of Health
Martha Lambert, Hanover Community Services Board

Financial report - Treasurer – (Prepared by Octavia Marsh for Martha Lambert, Treasurer)

- Union Bank and Trust Account Balance as of July 22, 2019: \$13,709.42
 - Includes all DFC grant funds, public contributions and fundraiser dollars.

- Drug-Free Communities (DFC) Grant:
 - FY19 DFC Grant Budget October 1, 2018-July 22, 2019
 - \$79,191.30 of \$125,000 Downloaded to-Date
 - \$45,808.70 Remaining for FY19

Approve minutes from April 22, 2019 meeting

- Motion to approve – Mike Davis, seconded by Martha Lambert

Consent Agenda

- Reviewed annual bylaws, personnel policies and financial polices. Agreed to broaden the language around committees to match current structure of an Executive Committee (with President as Chair and other Officers as Members) and the ability to convene ad-hoc committees as needed.
- Agreed to also rewrite the personnel policy around smoking to broaden to other tobacco and nicotine products and to cross reference Hanover County Employee manual changes that occurred earlier this year to determine if other changes are necessary. Motion to amend these policies as discussed: Ivy Sager, seconded by Mike Davis
- New Board Member, Anthony Keitt who represents the faith community, was approved through a motion by Mike Davis, seconded by Ivy Sager.

Updates

- Executive Director Report (see attachment). Highlights include:
 - Attended CADCA Mid-Year Training Institute
 - Connected with HIDTA representatives who may be available to speak in Hanover for free.
 - VA ABC Grant (\$10,000)—first installment is expected soon.

- Teens Care Too won Wheeler Award at YADAPP Conference (\$500 Grant) and will focus their project on vaping.
- Executive Committee agreed that the Family Series will move forward with one location a month only at New Song UMC due to low attendance and challenges in Ashland.
- DFC Grant Coalition Snapshot (see attachment)
- Intern announcement (see attached)
- Richmond Translator rate sheet was provided as Hanover Cares materials will be translated in other language(s) in the near future, per the DFC guidelines. (see attached)

Discussion:

- Member roundtable on substance use data/trends/concerns: Ivy Hager shared Hanover CSB- SUD Services data. Martha Lambert shared that adults at the Tomato Festival had a lot of questions about drug disposal. Sarah Birckhead shared Tobacco 21 evaluation data will be gathered at state level.
- Coalition Training Request: Octavia will explore a Hanover Cares marijuana and hemp training with HIDAP on a panel with local law enforcement and/or community partners.
- Fundraising: Next steps to discuss sustainable funds beyond the DFC Grant included establishing an ad-hoc Fundraising Committee that would put together a business "membership" packet that outlines mutual benefits of the membership as well as additional sponsorship opportunities. Octavia will continue to research other fundraising events in the community as well.

Upcoming Board Meetings (all occur from 4:00-5:00 at Hanover County Sheriff's Office:

October 21, 2019

January 27, 2020

April 20, 2020

July 20, 2020

Adjourn - (5:10 pm)

Respectfully Submitted,

Sarah Birckhead, Board Member