

CHOICE AND CONSEQUENCE BOARD OF DIRECTORS MEETING MINUTES
August 30, 2006, 6:30 pm - 9:30 pm

The Choice and Consequence Board of Directors met on Wednesday, August 30, 2006 in the Sunroom at Providence Everett Medical Center (PEMC). The following members were present / absent:

Present

Colleen Williams
Rima Blackwell
Jana Kurrle
Mark Lee
Kathy Ketchum

Absent

Deborah Parker
Barbara Otonicar
Atahualpa Martinez

A. Dinner

B. Old Business:

- a. May 17, 2006 meeting minutes were reviewed and accepted as is with Rima making the motion to accept and Jana seconding.
- b. The FASCE conference organizers have agreed to pay for travel expenses and hotel for Colleen Williams to speak for two days at the annual Family & Consumer Science Educators Conference in Yakima, WA.
- c. **Living Legacy Foundation** Patrick Broadgate will be invited to attend the next scheduled board meeting to discuss ways in which the CC organization might work with his organization for mutual benefit regarding organ donation and the dissemination of organ donor information.

Lawyer: It was brought up by Colleen that a potential conflict of interest may exist between PEMC and CC with the hospital continuing to ask Kathy Ketchum to do the presentation without going through CC, and paying Kathy a fee. A lively discussion ensued and it was discovered that nobody knows for certain that a conflict exists. Some members felt that it was not a conflict of interest with others expressing concern that it might be. Colleen was instructed to complete the WAACO application for nonprofit legal assistance to determine whether or not a conflict exists and to ensure that CC does not put the 501 (c)(3) status at risk. Members thought there may be a conflict with Kathy's continued use of the hospital organs for CC presentations. Kathy was instructed to do a phased withdrawal from the hospital organs over to her set of CC organs over the current school year, to be completely separate from the hospital by June 2007. All agreed that the priority is to ascertain whether a conflict exists. A concern was raised about the possibility of CC being tainted from any possible problems occurring because of Rebecca Rose setting up an organ program as a for-profit entity. Members disagreed as to whether this could be a problem and Colleen was instructed to include this issue in the WAACO application for the purpose of getting assistance with the wording of a disclaimer for the web site or determining the need for one and any other recommendations the lawyer may have.

C. New Business

- a. Managing Delinquent Accounts:** Six schools are delinquent in their payment for TRIS. Colleen was instructed to update the contract teachers must complete to include more detailed billing instructions.
- b. Volunteer:** A volunteer has been assigned through the court system to serve 120 hours of community service as a volunteer for CC for the 2006/07 year. Angela McElroy has begun to do her volunteer time by assisting with office tasks.
- c: Pacific Rim Washington State Meth Summit:** Colleen, Kathy and Marylou will all attend the Governor's meth summit in Redmond on September 21 and 22nd.
- d. Research Study Results:** The study offers inconclusive findings to support the effectiveness of The Real Inside Story. The main reason for this result seems to lie in the lack of subjects available for participation. The small base number of respondents who answered any of the survey questions (often 50 or less) creates a large degree of uncertainty and clouds any interpretation of the findings. While disappointing, anecdotal reports by teachers over the years that student's name "The Organ Lady" as their most memorable provider of substance abuse information was formally confirmed by the study. It was notable that Organ Lady was mentioned in much higher proportions on average (54.4%) than health class (37%) when asked a question about awareness and recall of programs for the school year. We learned that this age group was a problem because of the low numbers and that the six month time frame was too short. It was discussed that Everett High School and Kamiak High School teachers may be approached about the possibility of doing a retrospective study. The same questionnaire could be used reducing the cost to analysis of the data only. Students that attend these schools may have received TRIS multiple times throughout elementary and middle school and there would be a pool of students to serve as the control group that had never received it. Colleen will find out the cost for the Gilmore Research Group to do an analysis and report back to the board.

D. Treasurer's report:

- a. Budget 2006/07:** The proposed budget for next year was presented.
- b. Salary:** As per the board request for more information concerning nurse salary levels, Colleen researched and found that nurses working for a for-profit entity with similar education and experience levels earn about \$85,000 per year. Typically, nurses working for a non-profit earn approximately 20% less than their for-profit counterparts. Raises should have been given on September 1, 2006, CC's annual salary increase date, but since more information was required to make a decision, the board agreed to make salary raises retroactive to September 1, 2006, once that rate is

determined. The wage of \$68,000 per year salary is 20% of % \$85,000 and the \$32 hourly rate for part-time employees is 20% of the \$40 hourly rate. It was discussed that CC cannot currently afford to pay salaried staff \$68,000 and Colleen agreed to accept \$50,000 a year for this next school year. Kathy agreed to accept a raise from \$30 per hour to \$32 per hour for the next school year. The budget will be reviewed on a yearly basis to determine if increases are available. The board discussed annual vacation times and decided that each employee will be given 2 weeks of vacation for every year they have been employed. The new budget was reviewed reflecting changes in salary and Mark Lee made a motion to accept the budget with Jana giving the second.

Colleen requested that a laptop be purchased with sufficient capability to allow her to run the office from the road since CC cannot afford to hire a full -time office manager. This would allow her to stay in touch and schedule customers while out of the office or if she works from home. The Board discussed the importance of maintaining contact with the office while on road trips or from home and voted to approve the purchase. Colleen will submit a grant to the Everett Rotary for a laptop. Jana made a motion to approve the laptop purchase on the CC Dell account and Rima gave the second. Jana Kurrle signed the Purchase Order.

c. Reports: Income by customer summary as of August 2006 was distributed and reviewed. The total was \$53,606.71 plus \$30,000 in grant funding for a total of \$83,606.71. It is expected that CC will have income over the \$100,000 point for the 2006 calendar year, a new benchmark. The profit and loss statement showed a balance of \$17,012.52 for January through August 2006. The balance sheet showed \$23,463.18 as of August 31, 2006.

E. Meeting dates 2007: The following dates were discussed and agreed upon for the 2007 meeting year: All members agreed to the dates and will try to make as many meetings as possible or attend via teleconference if possible. A request was made to move the time of the meetings up to 5:30 pm to help members make the meetings. Colleen was instructed to reserve the room at PEMC on these dates with the 5:30-8:00 pm time frame.

February 21, 2007
May 16, 2007
August 15, 2007
November 28, 2007

F. Adjournment: The meeting adjourned at 9:00 pm. The next meeting date is scheduled for November 8, 2006 and will be moved to 5:30 pm.