



Mission: RISE Cowley promotes healthy lifestyles by collaborating to raise awareness and encourage involvement for residents of Cowley County, Kansas.

RISE Cowley-Steering Committee

Minutes

Wednesday, April 4, 2018 – City/Cowley County Health Department, 320 E 9th #2, Winfield – 1:15 p.m.

Sarah Bryant, William Newton Hospital

Joan Cales, Winfield Public Library

Kerri Falletti, Cowley First

Lorri Greenlee, USD 465

Tom Langer, City-Cowley County Health Dept.

Andrew Lawson, City of Arkansas City

Tim Nihart, City of Winfield (Parks)

Becky Reid, K-State Research and Extension

Lori Schwartz, USD 470

Taylor Schwartz, Community Health Center

Sarah Werner, Winfield Chamber of Commerce

Yazmin Wood, Legacy Foundation

Rylee Blanton, City-Cowley County Health Dept

Charissa Wall, City-Cowley County Health Dept.

Guest: Virginia Barnes, Blue Cross Blue Shield of Kansas – In addition to being included in a picture with the steering committee requested by the Courier Traveler, Barnes was available to answer questions posed by various steering committee members.

1. Call to order – Wood called the meeting to order at 1:20 p.m.
2. Minutes of 3/7/2018 Steering Committee Meeting (*motion to approve*) It was moved by L.Schwartz and seconded by Cales to accept the minutes of the 3/7/2018 meeting as presented. Motion passed.
3. Pathways Tasks
 - a. Action Plan Technical Assistance Update(s)/Deadlines – Blanton/Wall
 - i. There are no pressing deadlines at this time.
 - ii. Subcommittee Accountability – Technical Assistance suggests guidelines for subcommittees including frequency of meetings and responsibilities. It was moved by Cales and seconded by Nihart to adopt the following. Motion passed.

Subcommittee Guidelines:

Subcommittees will meet face-to-face in regular meetings a minimum of six times per year.

Subcommittees will login to the community toolbox and update the action plan as needed (at least quarterly).

Subcommittees will submit a report following each subcommittee meeting (including virtual meetings where action was taken).

Subcommittees are responsible for updating the shared Google calendar* with meetings and events as needed.

**Blanton/Wall will provide access to all subcommittees. RISE Cowley Secretary will update the calendar for general events/meetings.*

- b. Data analytics – provide to subcommittees to assist in outlining plan – **TABLED**
- c. Pathways Subcommittees Reports. **Meeting date(s)/Action plan details/Updates. Highlights or issues requiring discussion or action by the Steering Committee as written reports should be submitted one week prior to the meeting for distribution with the agenda.**

1. Community Policy – **Lawson** – *no report*
2. Resident/Community Well Being – **Cales/Werner** – Plans include a 1-mile glow walk to celebrate the completion of the Broadway lighting project (Winfield).
3. Food Retail/ Restaurants – **Falletti/Reid** – The rural grocery truck will kick off with an event in the Winfield Save-A-Lot parking lot on Saturday, May 19 – 10 a.m.-1 p.m. Support from RISE Cowley includes a tablecloth for Reid’s food demos, the retractable banner, and coalition members wearing their RISE Cowley shirts.
4. Health Care – **Bryant** – By consensus those present approved the expense of \$19.88 to support the “Pathways Care Package” to be distributed to providers. Bryant request assistance in clarification of a “provider.”
5. Schools – **Greenlee/L.Schwartz** – A parent advocate has engaged to help the effort for better treats in classrooms. In addition, USD 465 will be recognized with an award for their Wellness Program. The new lactation room at Winfield High School is nearing completion.
6. Worksites – **Blanton/Wall** – Foundations Training will be July 17 – 10:00 a.m.- 2:30 p.m. with RISE Cowley providing lunch. Two presentations to create awareness and recruit businesses for participation in Worksites are scheduled for Cowley First on April 12 and Ark City Chamber on April 19.
7. Communications – **Bryant/Lawson** – A flow of information was outlined by the subcommittee including a “Healthy Happenings” log for each meeting (use approved by consensus). Additionally, updating of the full coalition email distribution in bcc was discussed. The subcommittee suggested opportunities for engaging our partners, as the streamlined structure has left some feeling excluded, including maintaining the limited formal meetings but allowing for Round Robin/Table discussions following the meetings, communication of the process for transparency, and actively identifying/implementing better opportunities for engagement. Reid offered a Zoom link for future meetings. An itemized budget was requested. Wood reminded Chairs of subcommittees to review the current posting and/or submit a blurb of what the committee does to Bryant to update the website.

4. Other Opportunities:

- a. Finance Subcommittee – **Langer/Reid** – The next meeting will be Tuesday, April 17 at 1:30 p.m. at the City/Cowley County Health Dept, Winfield.
- b. Update: Bike Rack Contest – **Reid** – Finalists in the contests will be announced in May. Fabrication of the bike racks will occur in the Fall.
- c. THRIVE Allen County outreach to RISE Cowley – (potential) presentation for July coalition meeting – Wood explained the opportunity presented by THRIVE Allen County to present to the full coalition on July 10. Steering Committee members were agreeable with the presentation and the opportunity to talk with the representatives. Toland suggested a pre-meeting. Falletti, Reid, Wall, Werner, and Wood agreed to meet with Toland on June 14. Others may be included as details emerge. The Brown Center was discussed as the site for the July 10 coalition meeting.

5. Organizational Development:

- 1) For consistency, does the steering committee meet on the second Tuesday at 10:00 a.m. (on EVEN numbered months)? Following discussion it was moved by Wall and seconded by Falletti to hold the Steering Committee meetings the second Tuesday of EVEN-numbered months at 10:00 a.m. at the City/Cowley County Health Dept, Winfield. Motion passed.

6. Next Meeting of the Steering Committee. Tuesday, June 12, 2018 at 10:00 a.m. at the City/Cowley County Health Dept, Winfield.

7. Adjournment. (*motion*)

----- COMMITMENTS -----					
<i>Task</i>	<i>Details</i>	<i>Update(s)</i>	<i>Doer</i>	<i>Target Date</i>	<i>Done</i>

FULL coalition meetings - 2018 proposed dates/locations TBD: (2nd Tuesday of odd number months)

May 8 – PRESENTATION: *Pathways Grants* - Winfield Area Chamber, 123 E 9th Ave, Winfield; 10:00 a.m.

July 10 – PRESENTATION: THRIVE Allen County (tentative), TBD:

September 11 - TBD;

November 13 - TBD