**Beaver County Collaborative Action Network Foundation**

**Minutes of the Advisory Board of Directors Meeting**

**September 11, 2019**

**Attendance:** Paulette Miller, Chair; Rick Riley, Vice Chair; Darlene Thomas, Secretary; Brian Yaworsky, Treasurer; Joanne Koehler, Ex. Board Member at Large; Linda Hall; Mary Leitao; Jodi Oliver; Marie Timpano; Lisa Signore; Lynell Scaff, Coordinator.

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| **AGENDA ITEM** | **DISCUSSION** | **MOTIONS** | |
| **Opening Meeting** | Executive Director Paulette Miller, BCRC Inc., opened the meeting at 12:13pm. |  | |
| **Guest Speaker,**  **Denny Leib, Community Foundation** | Denny Leib, from Community Foundation of Western PA & Eastern Ohio, explained the statement of activity for the Beaver County Collaborative Action Network Foundation. Denny reported that grant requests could be sent to the Community Foundation for consideration. He also mentioned that there are scholarship award opportunities for high school students continuing on to undergraduate degrees through the Community Foundation. |  | |
| **Review of Minutes** | Minutes were previously emailed to the representatives of partner agencies. There were no corrections to the June 12, 2019 minutes.  Brian Yaworsky motioned *“to accept the minutes”.* Darlene Thomas seconded the motion; none opposed. | ***Minutes approved*** | |
| **BCCAN Bylaw amendments** | The BCCAN bylaws, with proposed changes that were discussed during an executive board meeting, were presented to the members at the June 12, 2019 board meeting for review. Recommendations for additional changes to the bylaws were accepted through the summer months of June, July and August 2019 via email.  Lynell Scaff presented the bylaws with all of the recommendations. After a review and discussion of each, a vote was taken to accept the proposed amendments.  Following a vote, a motion was made by Joanne Koehler *“to accept the BCCAN bylaw amendments”*.Rick Riley seconded the motion; the board members voted unanimously to accept the BCCAN bylaw amendments. | ***BCCAN bylaw amendments approved*** | |
| **Bills/Financials** | Lynell Scaff reviewed the Bills/Financials for June, July, and August 2019.  Among bills to be approved by the board for 2019-20, Lynell presented the proposed estimate from Pacer Studios to update the BCCAN website. Pacer is requesting half down to begin the project, which will be completed in December 2019.  After a discussion, Darlene Thomas motioned *“to approve Pacer Studios work with the BCCAN website, and to send the half down payment to begin work”*. Marie Timpano seconded the motion; none opposed.  After the review, Mary Leitao made a motion *“to accept the Bills/Financials”.*  Lisa Signore seconded the motion; none opposed. | ***Pacer Studios approved***  ***Bills/Financials approved*** | |
| **Monthly Report:** | BCCAN Fall Trainings:  The September 12, 2019 training on “Domestic Violence Awareness” will be held at the Penn State Beaver Lodge. The Women’s Center of Beaver County will present the training. CEU credit may be available.  The October 3, 2019 training on “Workplace Trauma” will be held at the Penn State Beaver Lodge.  Dr. Liz Winters will present the training. Her fee is $500. There will be CEU’s available for the training. This session will have a maximum of 90 attendees.  Brian Yaworsky motioned *“to pay Dr. Winters $500 fee for the Workplace Trauma presentation”*. Jodi Oliver seconded the motion; none opposed.  The November 7, 2019 training on “Suicide Prevention” will be held at the Penn State Beaver Lodge. Ken Montrose from Greenbrier Treatment Center will present the training. His fee is $300. | | ***“Domestic Violence Awareness”***  ***September 12, 2019***  ***“Workplace Trauma”***  ***October 3, 2019***  ***Payment to Dr. Winters approved***  ***“Suicide Prevention”***  ***November 7, 2019*** |
| **Old Business:** | Attorney McCreary will present a HR training in January. Please email questions to be addressed at the training to Lynell Scaff prior to Thanksgiving.  Paulette Miller requested that the BCCAN board members review the Vision/Mission Statement.  Arrangements are being made to have Ondrea Burton, field agent to Representative Conor Lamb, attend the October BCCAN meeting. | |  |
| **New Business:** | Pacer Studios will work on the BCCAN website.  Student loan forgiveness to attract employees will be discussed at the October BCCAN meeting.  Mary Leitao recommended Ted Hoover from Persad Center to present on the issues facing LGBTQ youth.  Heritage Valley is waiting on approval through their board to distribute 211 information to patients during discharge through the hospital’s Care and Concern Program.  Beaver County Educational Trust will be asked to distribute 211 information with the Growing with Books Program.  As part of United Way’s 60th anniversary programs, they are offering grants for unique new programs. The grants are for $5,000 or less, and the application deadline is October 18, 2019. The recipients will be announced June 15, 2019. | |  |
| **ANNOUNCEMENTS:** |  | |  |
| **Linda Hall,**  **Beaver County Office on Aging** | The Center at the Mall received a grant for improvements. Linda would like to host a meeting for BCCAN in January.  Senior Day is scheduled in October. | |  |
| **Marie Timpano, The Cornerstone of Beaver County** | Marie announced that the Cornerstone of Beaver County is hosting the Veteran’s Stand Down on September 21st. The Party with a Purpose “Dueling Pianos” is scheduled for October 5th this year. | |  |
| **Joanne Koehler, Mental Health Association in Beaver County** | Joanne reported that the Mental Health Association in Beaver County is starting the 65th year of services. | |  |
| **Lisa Signore, Community Development Program** | Lisa reported that the Community Development Program is expecting the funding announcement this week. The men’s shelter is in need of a physical shelter and services at this time. | |  |
| **Jodi Oliver, Beaver County Library System** | Jodi said to check out the Beaver County Library System’s website calendar for upcoming events. | |  |
| **Mary Leitao, Literacy Pittsburgh** | Literacy Pittsburgh will be part of the re-entry event at CCBC on September 23, 2019. | |  |
| **Brian Yaworsky, Housing Authority of the County of Beaver** | The Housing Authority has asked for thirty-five vouchers from the Main Street Voucher Program. Vouchers were requested, but denied by the Veterans Housing Voucher Program.  Brian reported that the Housing Authority is planning to apply for the vouchers for the children aging out of foster care.  The Housing Authority is also applying for the renewal of the Ross Grant for the housing coordinators. | |  |
| **Rick Riley,**  **Job Training for Beaver County** | Rick announced that Job Training for Beaver County will be at the Turning Point Re-entry Program at CCBC.  The Energy Advancement Program will be held on October 17, 2019.  There will be a job fair at the mall on October 24, 2019. | |  |
| **Gerard Mike, Beaver County Behavioral Health** | BCBH will be at the Suicide Prevention Program “Suicide- The Ripple Effect” at Penn State Beaver.  Gerard announced that the Paulk and Whitehaven Centers are closing. | |  |
| **Paulette Miller,**  **Beaver County Rehabilitation Center** | Paulette reported that BCRC is busy preparing for the annual safety day, and client Christmas party. | |  |
| **Adjournment** | Rick Riley motioned *“to adjourn the meeting at 1:42 p.m.”,* and the motion was seconded by Linda Hall. None opposed; meeting adjourned. | | ***Next BCCAN meeting***  ***October 9, 2019,***  ***noon at BCRC*** |

Respectfully submitted by: Dawn Conti