

WASHINGTON ASSOCIATION FOR CHILDREN & FAMILIES

Washington Association for Children and Families Executive Board Committee Minutes Tuesday, August 4, 2015 10am-12pm

Attendees: Tom Rembiesa, Charlotte Booth, Erin Larson, Jessie DiPardo, Paulette Caswell, Linda Conchi

Minutes: Minutes of previous meeting were approved as written.

Financial Report: Jessie reported that the current bank balance is approximately \$41,000. She received four more agency's dues since she returned from vacation. She still doesn't have online banking capabilities because the new bank cards never arrived. New cards were ordered August 3rd. Bank cards are also needed to update the Instant Conference, Constant Contact, and Intuit (Quickbooks) accounts for monthly charges.

Legislative Report: Brian was not present. Nothing to report.

Frequency & Type of Executive Board Meetings: The 2100 Building was suggested for future Executive Board Meetings. Tom will talk to Rose to see if she can secure a room for us for:

September 1st, November 2nd, February 2nd, April 8th, June 7th

The following schedule was agreed upon for upcoming Executive Board Meetings:

- September – In person
- October – Call in
- November – In person
- December – Call in
- January – Call in
- February – In person
- March – Call in
- April – In Person
- May – Call in
- June – In person

Our contract with Lutheran Community Services for conference rooms ends after our September meetings. Linda will contact Lutheran Community Services to renew the large conference room, The Jennings Board Room, for the member association meetings but will **not** renew the small conference room for the Executive Board meetings.

It was decided that Linda would change the website page Events & Trainings to **Meetings, Events & Training**. Linda will contact the division chairs to get their regular meeting dates/times and post in on the calendar on the website.

Charlotte stated that the FPSS Division meets: 1st Thursday of each month from 3:00 – 4:00 p.m.

Paulette stated that the CPA Division meets the 1st Thursday of each month from 11:00 a.m. – 1:00 p.m.

FPAWS Membership: Charlotte spoke with Mike Canfield from FPAWS. FPAWS reorganized as a nonprofit corporation and their mission is aligned with WACF. They are no longer associated with DSHS. There was a motion to approve the FPAWS application. The motion was carried. They will be a non-voting, partnering organization.

There was a motion to offer Carey Forward Dues Waiver to Ifeanyi Chukwu, Washington National Counseling for a second year. Motion carried.

There was a motion to offer Carey Forward Dues Waiver to a potential new member agency, Diana Crawford, Crawford's Counseling. Motion carried.

Articles of Incorporation: After having such a difficult time setting up the new bank account the board felt like it makes sense to develop a protocol for changing Executive Board members and signers on the bank account. It was decided that we will need an official board resolution when the officers changeover. All present agreed that their agencies never change their Articles of Incorporation. Jessie will talk with her banker in Mt. Vernon to determine the protocol for changing officers/signers on the bank account. Linda's action items: Upload the Articles of Incorporation to the website under the Member Login page and keep a copy on our OneDrive storage.

Association Meeting Agenda Items: Paulette suggested the idea of continued education on a regular basis for our member organizations. She mentioned a good model, the Oregon

Adoption Group. She reported that each agency within that organization takes a month/topic and does a full day training for the other member agencies. Paulette has done trainings at workshops on Parenting a Child with Anxiety and Trauma, evidence/researched-based trainings.

Another suggestion for training was made: How does a bill become a law, how does a law become a RCW, and what is a WAC in relation to an RCW?

In addition to the regular meeting agenda items, (financial report, legislative report, etc.) the following items will be discussed at the next association meeting:

- Recruitment / Marketing: Affinity Groups, Continued Education, Training Events
- Advocacy Mentoring of Members
- Legislative Strategy for the Next Session
- Children's Administration Meeting Agenda

Division Reports:

CPA: Paulette reported that POC will be joining the CPA meeting on Thursday to talk about pulling statistics on how quickly applications are going through for foster placement and licensing. She reported that it was nice that Jennifer really wanted to work on partnering at the June CA meeting. When POC came in asking for information, Jennifer was very helpful and supportive about getting them the information. POC also has an idea for a grant.

It was discussed that "Division Reports" not be a regular Executive Board meeting agenda item since the divisions report out at the association meetings. It was suggested that it just be "division reports needing executive action." It was decided that for future executive meetings, the agenda topic will be **Division Follow-Ups**.

Linda C. Agreement: Linda's contract expires at the end of September. Linda exited the meeting and her contract was discussed.

Meeting adjourned