**CAPCWNC Decision Log**

**for decisions other than the usual approval of minutes, etc.**

Started Sept. 2015

2018:

*September 10, October 8, TUESDAY November 13, December 10*

8/6/18

• None at this meeting.

7/9/18

• Approved budget for FY 2018-2019. M/S/C

• Invite Marina Bernheimer to apply for board membership. M/S/C

• Reviewed and approved annual reports to First 5, Nevada County, OCAP/IP with the addition of info about

the "Make Time For Yourself" documents. M/S/C.

6/11/18

• Approved $300 speaking fee for Kale LaMont Perry (Sept. 5 meeting speaker) plus $200 toward his expenses (to

be shared with other groups). M/S/C

• Current officers continue their terms for FY 2018-19. Need to hear from Joyce, Laurie, and Lindsay about whether

or not they will continue to serve.

• Approved donation of $300 to Kids Corner to be paid by end of June. M/S/C

• Approved a one-year CSN Coordinator MOU that includes the addition of info described in minutes. (Susan

informed board via email on June 4 that she can commit until the end of this calendar year but may not be able

to continue in the new year. She is returning to school to train for a new profession. She will give formal

update/notice at the October board meeting.) M/S/C

• Approved a $50 honorarium for Judy Knapp to help cover her mileage for coming to speak at 6/6 CSN meeting.

M/S/C

5/7/18

• We will do SBS certificates for hospital and vital statistics. M/S/C. We will use the remainder of the IP grant

money to do this (up to $320).

4/9/18

• Approved up to $200 for coffee and snacks for Trauma-Informed Care training on 5/31. To come from

Innovative Partnerships grant money. M/S/C.

3/12/18

• Board voted via email on March 2 and 6 (quorum achieved on March 2) to approve premium increase for

renewal of General Liability insurance.

• Culminating March 1, the Board voted via email to not get any pinwheels because of concerns about long

term environmental impact of mylar waste. At this meeting Kristen asked to reconsider getting paper ones.

She will look into it. Board approved up to $240 for purchase of paper pinwheels. M/S/C

• Board approved up to $2,000 for magnets that say "Are all the children well?" (IP grant). M/S/C

2/12/18

• Approved CSN Partnership request from Schuyler Bright of Holistic Trauma Recovery Institute.

**•** CSN liability insurance is due for renewal in April. Board approved moving ahead with renewal now so Ned

can contact LaDeena Smith and set the renewal in motion. M/S/C

• Board agreed that the 2002 BOS resolution "Res 02-301-Nevada County BOS" fulfills the state requirement

of having CAPCWNC specified as a Child Abuse Prevention "Coordinating" Council.

1/8/18

• Approved a Sexual Harassment and Discrimination policy that Ned will customize with our specific info.

M/S/C.Policy will be sent to LaDeena Smith so we can obtain D&O Liability insurance including Employment

Practices Liability insurance.

• Approved up to $2,000 for CAP month magnets with IP grant funding with following characteristics:

Lime green background. Royal blue text, “Are all the children well?” and CSN and CCTT websites. Black baby

footprint. M/S/C.

• Approved donation of $350 to the 2018 Children’s Health and Safety Carnival (formerly the Day of the Young

Child/Keeping Kids Safe Carnival). M/S/C.

12/11/17

• None at this meeting.

11/16/18 - via email

• Approved printing job for "Make Time For Yourself" documents at Grass Valley Printers:

500 English Guides, 250 Spanish Guides, 500 Conversation Starter cards

11/6/17

• Approved up to $250 for Five Protective Factors banner and gifts for January meeting. M/S/C

• Decided to amend budget category called “Training” to be called “Training/Education” to include literature

and educational materials

10/10/17

• Donation of $750 to Placer County Law Enforcement Chaplaincy in lieu of speaker honorarium to Scott

Juceam (at Scott’s request). M/S/C

• Laurie requested up to $60 for flags to put outside Center for the Arts for RTYC Halloween Book Giveaway. M/S/C

• Lindsay requested up to $150 for printing and laminating posters about the 15 minutes a day to read to your

child program to post at RTYC Halloween Book Giveaway. M/S/C

• Laurie requested up to $150 for additional supplies for RTYC Halloween Book Giveaway. M/S/C

• Accepted application of Lourdes Vose to serve on board. M/S/C unanimously and enthusiastically. Our new

quorum number is 5.

• Decided that if Columbus Day/Indigenous Peoples Day falls on the regular Monday CSN-CAPC Board meeting

day in the future, the board will still meet on Monday. M/S/C

9/11/17

• Board agreed to be flexible about how funds that have been allocated for Scott Juceam’s visit are spent.

For example, room and board funds could go to donation. M/S/C

8/7/17

• Approved $100 for the Tip Sheet that goes with the “Make Time for Yourself” guide. M/S/C

7/14/17

• 2016-2017 report from CAPCWNC to Nevada County, per our contract requirement, was reviewed and approved via email by the CAPCWNC Board (aka CSN-CAPC Board) on 7/14/17. Final version emailed to Board and to Nick Ready at Child Protective Services on 7/14/17.

7/10/17

• Board voted to spend a total of $500 to have the Yolo County CAPC month brochure on self care

customized for Nevada County ($250 for English, $250 for Spanish). M/S/C

• Election of Officers for FY 2017-2018 (bylaws state that board must be 5-11 people)

Rossnina Dort, Chair. M/S/C

Cindy Wilson, Vice Chair. M/S/C

Jolene Hardin, Secretary. M/S/C

Ned Russell, Treasurer. M/S/C

Unanimous invitations extended to Laurie, Lindsay, and Kristen to continue serving. M/S/C

Kristen and Ned will continue to share attending OCAP meetings.

• Agreed to make a $500 donation to Placer County Law Enforcement Chaplains on behalf of Scott

Juceam. Susan will ask Scott what he estimates he will need for travel and lodging expenses and

we will provide him with a per diem, amount TBD. Scott is coming to speak for Oct. 4 Partner

meeting. M/S/C

6/12/17

• Approved $500 donation to Kids Corner at the Fair. M/S/C

• Approved MOU/contract for CSN Coordinator for 2017-2018. M/S/C

Re: Donations to Kids Corner at the Fair

• In 2014 the Board voted to give $1,500 to KC but check did not get written. At May 2015 meeting, it got written and signed.

• At September 2015 meeting Board voted to give $500 to KC for 2015.

• No donation in 2016.

• June 2017 meeting will decide about donation for 2017.

5/8/17

• Approved draft budget for 2017-18 as presented. M/S/C

4/10/17

• None at this meeting.

3/29/17

• Email vote to accept proposal from Cookson & Bowman for new General Liabililty Insurance from Great American. M/S/C (Old insurance expired 4/10/17, so vote done via email because time-sensitive.)

3/6/17

• Board approved offering Molly Fisk a $250 honorarium to come speak at the April 5 Partner meeting.

• Approved $500 donation to Day of the Young Child and Keeping Kids Safe Carnival 2017.

• For Bridges Out of Poverty training we will pay rental fee for UUCM – entire downstairs at $300. M/S/C.

2/6/17

• Re: need to get new insurance: Travelers coverage last year was $622. Motion to empower Lindsay to

proceed on contacting Sandra at CalNonprofits Insurance Services and enrolling if insurance plus

membership fee is $700 or less. M/S/C

1/9/17

• From now on decisions will be noted as: “M/S/C” for “Moved, Seconded, Carried.” If the board wishes to

have names noted for motions involving money and/or policy, they can be.

• Motion to buy Pinwheels for Prevention for April from Events part of budget: $180 plus shipping and tax.

M/S/C.

• Ned is doing a 40 Assets-based reading program (developed in Santa Clara County) at Grizzly

Hill School. It’s called “ABC Reading Program.” There is a book cost. Board approved $250 from

Events part of budget to purchase books. M/S/C.

12/12/16

• None at this meeting.

11/7/16

• None at this meeting.

10/11/16

• Sierra-Sacramento CAPC Region – Kristen will attend meeting on 10/20/16 and can probably attend

regularly if meetings are only quarterly. Ned Russell will be alternate.

• Decision to approve up to $200 for another order of the Mandated Reporter wallet cards.

Moved: Ned Russell. Seconded: Laurie DeMartini. Approved: Unanimously.

• Board members will rotate attending MDIT meetings.

9/12/16

• Kristen McGrew volunteered to move from her current position as Vice Chair to Chair.

Moved: Jolene Hardin. Seconded: Cindy Wilson. Approved: Unanimously.

• Rossnina Dort volunteered to take now vacant position of Vice Chair (Kristen moved to Chair).

Moved: Kristen McGrew. Seconded: Laurie DeMartini. Approved: Unanimously.

• Approved up to $200 for supplies for Read To Your Child Halloween Book Giveaway.

Moved: Joyce Ash. Seconded: Cindy Wilson. Approved: Unanimously.

• Approved changes to bylaws.

Moved: Ned Russell. Seconded: Cindy Wilson. Approved: Yes.

8/8/16

• Decision made to warmly welcome Rossnina Dort and Jolene Hardin to CAPC Board/CSN Steering

Committee as new members.

Moved: Lindsay Dunckel. Seconded: Ned Russell. Approved: Unanimously.

• The decision was made to carry selection of the 2016-2017 Chair to the September meeting**.** The other

officer positions were filled as noted below.

Moved: Laurie DeMartini. Seconded: Ned Russell. Approved: Unanimously.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Chair - Carry to September meeting

Kristen McGrew, Vice Chair

Lindsay Dunckel, Treasurer

Jolene Hardin, Secretary

• To standardize and shorten wording, the new name for the recently combined CAPC Board and CSN

Steering Committee is now "CSN-CAPC Board." Moved: Laurie DeMartini. Seconded: Lindsay Dunckel. Approved: Unanimously.

• Reviewed and approved CAPC year-end report to county. Susan will send to county and CSN-CAPC.

Moved: Ned Russell. Seconded: Lindsay Dunckel. Approved: Unanimously.

7/11/16

• Voted to officially combine CAPC Board and CSN Steering Committee. Henceforth, everyone is a member of both, empowered to fulfill both CAPC Board and CSN Steering Committee roles. Ned Russell moved the two be combined. Laurie DeMartini seconded. Approved unanimously.

• 2016-2017 budget approved unanimously. Cindy Wilson moved to approve budget. Joyce Ash seconded. Approved unanimously.

• Approved up to an additional $350 for additional CBOR design cost (for Kathy Dotson) and printing. (On 1/11/16, committee approved $250 for CBOR document design.) Kristen McGrew moved, Laurie DeMartini seconded, unanimously approved.

6/6/16

• No votes by CAPC board.

5/9/16

• No votes by CAPC board.

4/11/16

• No votes by CAPC board.

3/7/16

• Kristen moved/Ned seconded a motion to start paying Susan Sanford an additional

$250.00 a month beginning July 1, 2016 from CAPC funds. Motion passed unanimously.

2/8/16

• Approved $500 to Keeping Kids Safe Festival. Kristen moved, Ned seconded, all

approved.

1/11/16

• $250 approved for CBOR document design. Moved by Ned. Seconded by Cindy

Santa Cruz-Reed. Approved by all.

12/7/15

• No quorum. No votes.

11/9/15

• Approved two hours of Winter Street Design consulting for CSN website stuff (at $85/hr=$170). Moved: Ned. Seconded: Lael. Approved: Yes

*•* Approved $200 for CSN T-shirts. Moved: Kristen. Seconded: Ned. Approved: Yes

10/13/15

• No votes by CAPC board.

• Decided about Sept. and Oct. Steering Committee meeting dates if Monday date affected by Labor Day and/or Columbus/Indigenous Peoples Day. **ALWAYS TUESDAY IF HOLIDAYS AFFECT.**

9/8/15 – This log started.

• Amended and accepted our report to the county. Moved by Kristen. Seconded by Ned. Approved by all.

• Donated $500 to Kids Corner at the Fair for 2015. Moved by Marcia. Seconded by Ned. Approved by all.