

CHART Meeting Agenda  
Thursday, April 7, 2011  
1:30-3:00 PM

Introductions

Community Action Plan (CAP)

- A. Last Updated on 3-15-11
- B. Sub Team Chair Member Updates & Comments
  - a. Community at Large
    - 1. Bike Day Lake County
    - 2. Captains Stadium – Bike Day & 5K
  - b. School
    - 1. Fundraising
    - 2. Mini Grants
  - c. Worksite
    - 1. Worksite Wellness Workshop
  - d. Community Institution/Organization
    - 1. Farmer’s Markets Vouchers

Change Tool Reassessments – Due 8/31/2011

Sustainability Plan – Due 8/31/2011

Budget/Funding

- A. Expense Requests
- B. Review

Website/Facebook Update

ACHIEVE Nomination – Healthy Living Innovations Awards

- A. challenge.gov – U.S. General Services Administration

Next Meetings

- A. CHART
  - a. June 2, 2011 at 1:30 PM
- B. Sub Team Meetings
  - a. Community-at-Large May 10 at 2 PM
  - b. Community Institution/Organization May 11 at 1 PM
  - c. School TBD - May
  - d. Worksite TBD - April

ACHIEVE  
CHART Meeting  
Thursday, April 7, 2011  
1:30 p.m.

**Members Present:**

Matt Battiato	Lake County Job and Family Services
Ken Gill	Neighboring
Johanna Henz	Lake County Free Clinic
Beth Horvath	YMCA of Lake County
Brian Katz	Willoughby Parks and Recreation
Dick Kotapish	Lake County GIS Department
Tori Luyster	Lake County General Health District
Carol Mangino	Lakeland Community College
Sharon Minjares	Lake Health
Traci Salkiewicz	Lake County Engineers Office
Lisa Siciliano-Miller	OSU Cooperative Extension Office
Dan Troy	Lake County Commissioners

**CAP (Community Action Plan)**

A. Last Updated on 3/15/11

B. Sub Team Updates and Comments

1. Community at Large

(Dick K.)

- The website is going to be updated with information and a new look within the next month.

(Tori)

- Bike Day Lake County will be Saturday, September 10 from 1-3:30 p.m.
  - 7 Communities are hosting the event.
  - Each will be funded up to \$500.
  - There will be approximately 20 vendor options at each location (Bike helmet decorating, bike registration, various booths, bike rodeo, and bike route).
  - Music, fresh produce, and a raffle are included as entertainment.
  - The corporate sponsor is Cleveland Clinic (They provided \$2000).
  - The next planning meeting for the event is Friday, June 3 at 8:30 a.m.
- Bike to the Captains Game is Sunday, July 24.
  - The first 100 people who bike to the game will get a free ticket courtesy of ACHIEVE.
  - We will have an ad in their program.

- We will give them ACHIEVE shirts to blast out to the crowd.
- If we want, we can set up the booth, but we're not sure if that will benefit us at all.
- The Captains Run (5K) will be Saturday, June 18.
  - We will help them market this.
  - If anyone wants to run in the 5K or help at the event, Tori will ask for volunteers of CHART as we get closer to the event.

## 2. Schools (Tori)

- The group is focusing on fundraising.
  - A letter, survey and healthy fundraising booklet will be sent out to all the schools on April 15.
  - The idea is to adopt a policy around healthy fundraising across the district or school building.
- The site visits have gone well, and there are a few more to go.
  - A second round of visits will take place soon to some.
  - We have to begin thinking of the next round of grants to commence in the fall.

## 3. Worksite (Tori)

- The Worksite Wellness Workshop is Friday, May 20 at TriPoint.
  - The cost is \$10 per attendee.
  - This is for any Lake County business.
  - Sharon M. will look into offering it to BFit4Life participating businesses for an incentive for their challenge.
- Businesses interested in working with ACHIEVE this coming year will need to sign off on a more formal process.
  - Only one business that signed a MOU this year has submitted a request for funding.
  - There was some chatter about businesses not following up with this.
  - This year we will need to have them submit an application instead of signing an MOU.
- What we have done so far for the current businesses:
  - Vending phone survey for all the companies.
  - Provided maps for walking opportunities around their buildings inside and out.
  - Provided wellness posters with intriguing health messages.
  - Provided them a wellness menu to help them choose the PSE changes to implement.
- The 2011 application needs completed. Tori will email to worksite group for comment once finalized.

#### 4. Community Institutions/Organizations

(Lisa)

- Nutrition Classes provided by OSU Extension are planned from May 12 through October 27.
  - The schedule was handed out, and will be on the website.
  - Farmers Market vouchers for four different locations will be handed out at the classes.
    - If attendees come to all three topics, they'll earn \$30 in vouchers.
- Brian Katz asked why the classes are only in Painesville. Lisa explained that approximately 50% of class attendees need to be at or below poverty. Lisa and Tori both mentioned we can look into offering a class on the west side of the county if we are having trouble distributing vouchers about half way through the class schedule.

#### **Change Tool Reassessments** - due on Wednesday, August 31, 2011

- Tori will email each individual person on CHART responsible in years past to explain how to complete them this year.
- The sooner we get these done, the better!

#### **Sustainability Plan** - due on Wednesday, August 31, 2011

- Tori and Beth will meet to put this together and will email CHART for comment.

#### **Budget/Funding**

- Because there were only 12 CHART members present, we could not vote. Tori will email the CHART to obtain the votes on the expense requests and the guideline revisions. Commissioner Troy asked about proxy votes. Tori said that she would email the CHART for votes from now on instead of waiting until the meetings due to possibility of low number of attendees.
- We have been looking and will continue to search for new funding opportunities as our NACDD grant ends in February 2012 (for us, it will technically be in September, since we wrote the CAP to end in September 2012).

#### **Other**

Tori applied for a Healthy Living Innovations Award under "Challenge.gov" for our group. We are waiting for the results and are told that we will not hear anything before May 1, 2011. There were 242 applicants total.

Almost 30 people like us on Facebook!

**Next Meetings:**

CHART Meeting: June 2 1:30 p.m.

Sub Committee Meetings:

Community at Large	May 10 at 2 p.m.
CIO	May 11 at 1 p.m.
School	May 12 at 9 a.m.
Worksite	May 12 at 3:30 p.m.

Respectfully Submitted,  
Beth Horvath  
Tori Luyster