

**Ohio Action for Healthy Kids - Zone 10**  
**September 28,**  
**10:00 am - 12:00 noon**  
**Mansfield Ontario Richland County Health Department, Board Room**  
**555 Lexington Avenue, Mansfield, OH 44907**  
**418-774-4500**

**MEETING MINUTES**

**ZONE 10** - Ashland, Crawford, Erie, Holmes, Huron, Knox, Marion, Morrow, Richland, Wayne, Wyandot

**Mission:** Ohio Action for Healthy Kids is dedicated to improving children's nutrition and physical activity in schools by collaborating with stakeholders in advocating, educating, promoting and implementing state initiatives to enhance the school health environment, so children can learn and participate in positive lifestyle behaviors.

**Attending: Present:** Judy Culler, Selby Dorgan, Dana Eichelberger, Clara Freer, Jan Meyer, Elayne Snyder for Karen Miller, **On Conference Call:** Amy Gorenflo, Debbie Hart, Molly McDermott, Megan Shoenfelt

**Agenda**

1. **Introductions:**
  - a. Jan Meyer ask all present and on conference to introduce themselves and what organization they were representing.
2. **Minutes:**
  - a. Minutes from the June 26, 2009 Zone 10 meeting were distributed.
3. **Treasury**
  - a. A treasury report was distributed and Jan shared the following information regarding Zone 10 left over 2008-09 finances
    - i. An accounting tally of 2007-09 finances indicates \$1392.47 is left over in the account. This amount is minus the \$ 25.28 food costs of the June Meeting
    - ii. Payments #2 and #3 of 2008-09 UPS funds were never sent to Zone 10. Jan recently asked that these funds be placed in the Zone 10 account at National AFHK. This amounts to \$3000.00.
  - b. Will receive \$5200.00 for 2009-10
  - c. UPS Funds Total \$9592.47
  - d. Ohio AFHK received two grants from National AFHK
    - i. A Parent Engagement Grant will provide \$700.00 for each Zone to do Parent Engagement
    - ii. A Fuel Up to Play Grant will provide \$800.00 to each Zone to provide a mini grant to schools
  - e. Total 2009-2010 budget of funds equals \$11,092.47
4. **Zone Leader Discussion**
  - a. Zone 10 is still in need of a Zone Leader to coordinate activities. Jan was able to a lot the \$3000.00 left over from 2008-09 to be used to pay for some hourly work from a Zone Leader. The funds can go directly to the person or to an organization that is allowing the work time.

- i. October through June
  - ii. \$20.00 per hour for 4 hours per week
  - iii. A limited budget of .454 cents per mile for travel.
- b. If anyone would be interested in this position, or know anyone who may be interested please contact Jan Meyer. Jan will be glad to discuss the work of the Zone Leader with any interested party and is available to help guide them.
- c. STORAGE - Also in need is a space to store some Zone 10 items.
  - i. Kelly Henry has two boxes (a vinyl tablecloth for Zone 10 and another box of AFHK materials)
  - ii. Jan Meyer has several boxes of items recently developed to promote and market Ohio AFHK, they include blue and black tote bags, black embossed portfolios, pedometers, notebooks and pens, and key ring holders all with Ohio AFHK on them. There are several boxes. Also included are four boxes of the new Parent Toolkit manual.
  - iii. If anyone has an extra closet or corner in their basement at home or work where these items could be stored please let Jan Meyer know. These items should be in the Zone 10 area so that they are ready to be used.

## 5. UPS Grant 2009-2010 Action Plan Requirements

- a. Parent Engagement
  - i. One parent workshop for parents; \$200 designated for this
  - ii. One parent mini grant for a parent organization to implement something from the Parent Toolkit; \$500 is designated for this. Mary Chase, grant program manager will follow up with the mini grant school.
- b. Workshop
  - i. One general workshop is required using UPS funding
- c. Mini Grants
  - i. One breakfast mini grant is required
  - ii. The Zone can select as many other PA and Nutrition grants as they would like
- d. Fuel Up to Play
  - i. One Fuel up to Play mini grant is required. Zones are to select on school to receive the \$800.00 mini grant. Mary Chase, grant program manager will follow up with the mini grant school
- e. Zone 10 Action Steps
  - i. After discussion is was decided to focus on the following steps for the 2009-2010 year. Jan Meyer will incorporate them into the Zone 10 2009-2010 Action Plan to submit to the state.
  - ii. Mini grants- the three grants, Fuel Up, Parent and General, will all be promoted in one email to the Zone 10 email roster.
    - 1. The email will contain a cover to explain each mini grant opportunity, and the mini grant application for each -Fuel Up, Parent and General grant programs
    - 2. Jan will tweek the grant applications to update them and provide the cover letter.
    - 3. Target date is October 19<sup>th</sup> to email
    - 4. Application due back to Jan Meyer November 13, 2009
    - 5. Meeting to select grant winners November 18, 2009 1:30-3:00 pm at the Mansfield Ontario Richland County Health Department, Board Room
    - 6. Grant programs implemented January-May 2010
  - iii. Workshops - it was decided to try to do one workshop with two tracks that would address the parent workshop goal and the general educators' goal.

1. The workshop will be placed on hold until a Zone Leader is secured to help with the planning.
2. Target date would be March or April

6. Next Meeting

- a. November 18, 2009
- b. 1:30-3:00 pm
- c. Mansfield Ontario Richland County Health Department, Board Room
- d. Conference call in will be available.

7. Sharing

- a. Elayne Snyder, Community Action for Capable Youth has several events scheduled
  - i. They will begin their October 'Drug Free Month' Kickoff
  - ii. Celebrate Ohio Parent's Week
  - iii. Hold a Teen Retreat in October
- b. Selby Dorgan, Mansfield Ontario Richland County Health Department is hosting a Hike for Health