



*“Advancing Solutions to Health Disparities”*

## Committee

Community Garden  
  District Programs & Activities  
  Finance  
  Grants & Policy  
  REAL

<b>Purpose:</b>	To discuss LMCHD 2017 Summer Health and Wellness Program Final Reports
<b>Meeting Date and Time:</b>	October 26, 2017 6:30pm
<b>Date and Time of Next Meeting:</b>	November 7, 2017 6:30pm

<b>Chair:</b>	<input checked="" type="checkbox"/> Linda Strong
<b>Board Members:</b>	<input checked="" type="checkbox"/> J. Vern Cromartie, Ed.D. <input checked="" type="checkbox"/> Lee Mason <input checked="" type="checkbox"/> Arthur Fountain
<b>Staff:</b>	<input checked="" type="checkbox"/> Godfrey Wilson, Executive Director <input checked="" type="checkbox"/> Aaronique Gordon, Minutes Clerk

<b>Agenda Item #1 Call to Order/Roll Call</b>	
<b>Discussion:</b>	All Grants and Policy Committee members and LMCHD staff were present.
<b>Action:</b>	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #2 Public Comments</b>	
<b>Discussion:</b>	There were no public comments
<b>Action:</b>	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

<b>Agenda Item #3 Review Discuss Minutes for September 21, 2017</b>	
<b>Discussion:</b>	The Grants and Policy Committee reviewed the minutes of September 21, 2017.
<b>Action:</b>	1. Minutes approved with corrections.
<input checked="" type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

**Agenda Item #4 Review/Discuss Accident/Injury Procedure (Cont'd. 9/21/17)**

**Discussion:** The Grants and Policy Committee reviewed the recommended policy. The Grants and Policy Committee reached consensus to remove the section titled "Date of Death." Director Fountain recommended allowing LMCHD's insurance broker to review the policy.

- Action:**
1. LMCHD staff will apply the recommended changes to the policy.
  2. The Executive Director will send a copy of the Accident/Injury procedure to LMCHD's Insurance provider and return to the next Grants and Policy Committee meeting (TBA).

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #5 Review/Discuss LMCHD Travel Policy (Cont'd. 9/21/17)**

**Discussion:** The Grants and Policy Committee reviewed LMCHD's travel policy. The Grants and Policy Committee discussed The General Service Administration's County, State, and Federal meal rates; and reached consensus to raise LMCHD's breakfast, lunch, and dinner rates by ten dollars.

- Action:**
1. LMCHD will apply recommend changes to the policy.
  2. The Executive Director will formulate a resolution Re: LMCHD meal rates
  3. This agenda item will go to the Full Board meeting (November 13, 2017)

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #6 Review/Discuss Summer Health and Wellness Final Report supplemental information**

**Discussion:** The Grants and Policy Committee reviewed supplemental information provided by the 2017 LMCHD Summer grantees. The Grants and Policy Committee also reached consensus that each grantee provide a written narrative outlining the program's overall effectiveness.

- Action:**
1. LMCHD staff will create a form designated to outline participant demographics, program effectiveness and program outcomes; to include with all Final Reports.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #7 Review/Discuss 2017 Fall Health and Wellness Program Final Reports**

**Discussion:** The Committee reviewed 9 out of 16 final reports. The Grants and Policy Committee discussed LMCHD 2017 Fall Health and Wellness Program requirements re: receipts, insurance, city permits, and participant confidentiality.

- Action:**
1. This agenda item has been deferred to the next Grants and Policy Committee meeting.

Needs Staff Assistance

Needs to go to Full Board

**Agenda Item #8 Adjournment**

**Discussion:** This meeting was adjourned at 10:30pm.

**Action:**

Needs Staff Assistance

Needs to go to Full Board