

Cumberland District Public Health Council
Executive Committee Meeting
December 15, 2008
Minutes

Attendance: Malory Shaughnessy, Dick Farnsworth, Toho Soma, Colleen Hilton, Elizabeth Trice, Shane Gallagher

Clarify Treasurer Position:

- Discussed the treasurer position and its relationship to the fiscal agent.
- Discussed “sign-off” policy
- **Action:** Anything over \$500 outside of regular expenses (such as Shane’s stipend).

Work Plan:

- Reviewed present draft of CDPHC Work Plan.
- State of GPCOG appointments currently unknown.
- Colleen mentioned Drew Gattine as a possible person worth pursuing for Council.
- Toho will get Colleen Neil Allen’s email for follow up.
- Malory: St. Joseph’s currently unresponsive. Trying again and then moving on to Bowdoin.
- Malory will talk to Deb Deatrick about Tim Driscoll.
- Still have gaps in Water District and Legislators.
- Toho motion to put survey on January meeting agenda.
- Updated on current state of Municipal Contract between Portland Public Health and Falmouth.
- Update on pilot health television show with CTN.
- Discussed having County host CDPHC website.
- **Action:** Make changes to work plan (adding survey in January).

Nominations for Chairs of Nominating and Fundraising committees:

- Discussed that Nominating Committee should simply be the Executive Committee since they are meeting already.
- Fundraising and Budget Committee: should be the treasurer. Dick Farnsworth nominated and accepted.
- **Action:** Next Executive meeting should discuss names of people to be in Fundraising and Budgeting committee.

Survey:

- Toho gave update on the membership survey.
- 11 Responses.
- Toho to bring hard copies to January Council meeting.

Budget:

- Discussed possible future expenses: Immunization Forum, CTN Show.
- Need to find out who among members has budgeted monies for CDPHC for upcoming year.

Nominations to SCC:

- Discussed who would be a good choice to represent Cumberland at State meetings.

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| <ul style="list-style-type: none">• Action: Deb Deatruck and Steve Trockman nominated with Malory Shaughnessy as possible alternate. |
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Location of January Meeting:

- Woodfords Family Services

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| <ul style="list-style-type: none">• Action: Add meeting locations as agenda item for January meeting. |
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