

**Northern New Hampshire AHEC
North Country Health Consortium
Board of Directors Meeting Minutes
November 11, 2011**

Attendance: Roxie Severance, Tony Poekert, Ed Shanshala, Sharon Beaty, Elaine Bussey, Rob Darling, Adele Woods, Eileen Bolander

Guest: Bob Fink

Staff: Nancy Frank, Debra Simmons

Business

The minutes from the October board meeting were reviewed.

Eileen Bolander made a motion to approve the minutes, Tony Poekert seconded. Motion passed.

Nominating Committee Report

The Chair of the Nominating Committee, Tony Poekert, presented the slate of officers:

- President: Roxie Severance
- Vice-President: Tony Poekert
- Treasurer: Charlie White
- Secretary: Jane MacKay
- Asst. Secretary: Ed Shanshala

Eileen Bolander made a motion to accept the slate as presented, Rob Darling seconded. The motion passed.

Adele Woods turned the meeting over to Roxie Severance. Roxie thanked Adele for her many years as president, and all that she has done and continues to do for NCHC/NNH AHEC.

New Business

Welcome to New Board Members

New board members were given a packet with the ByLaws and organizational chart. We are currently working on putting the board materials that have historically been in a notebook in a link on the NNH AHEC/NCHC website. There will be a separate link for board members only that can be accessed with a password. Nancy will update the progress on this at our next meeting.

New Policy-Workplace Bullying Policy

Nancy explained that there was a staff retreat in October where several people expressed their frustration with communication in the office and the way some people were treated. As a follow-up to the retreat, staff was asked to complete an anonymous survey about some of these issues. Results of the survey indicated a high percentage of staff that had either felt bullied or intimidated by other staff, or had witnessed others being bullied or intimidated. These results led Nancy to develop a workplace Bullying Policy that was presented to the board for approval. The board suggested some changes in the language of the policy.

Sharon Beaty made a motion to approve the policy with suggested changes, Adele Woods seconded the motion. The motion passed.

Grant Update

A grant was submitted October 31st to the Foundation for the National Institutes of Health's Heart Truth Community Action Program. The project would provide community health education programs for women about heart health. Several community partners agreed to collaborate on program planning and implementation. Award notification date is December 31, 2011.

Board Calendar

The calendar was reviewed at the Annual Member Meeting.

Other Business

The Executive Director Search Committee Reported progress on their process

Next board meeting December 9, 2011. Meeting Adjourned