



Meeting Minutes: Fulton County Interfaith Coalition
 October 10th, 2012
 Meeting scheduled for 4:00 p.m. - 6:00 p.m.

Location/Host: Rev. Michael Stinson
 Bethel United Methodist Church
 1215 New Hope Road
 Atlanta, GA 30331

Attendees:

- Laura Colbert- Children’s Healthcare of Atlanta
- Nazeera Dawood- Fulton County Health Promotion
- Michael Elliston**- Atlanta Soto Zen Center
- Whitlie Irving- Fulton County Health Promotion
- Pat Jackson- Fulton County Health Promotion
- Lee Lambert- Baha’i Community
- Barbra Laster - Bethel UMC
- Pat Smith**- Bethel UMC
- Rev. Michael Stinson- Bethel UMC
- Jeff Tuggle- Bethel UMC

Welcome- 4:00-4:05pm

The meeting was called to order by co-chairs, Michael Elliston and Pat Smith.

Action Items	Description	Assigned To	Due Date
1	Draft a new membership proposal. It is to include an attendance policy, guidelines of responsibilities, rules for receiving grant funds, and by-laws for those who have joined the coalition and new members as well.	The Membership Committee: Lee, Pat S, and Ken.	November 7 th
2	Creation of the LL&L packet that would include a template for the	Pat S. and Pat J.	October 19 th

	invitation, and an overview/ structure for the LL&L sessions that the coalition leaders could send to their faith leaders that would explain the purpose of the LL&Ls.		
3	Signing of the Morehouse approval letter for Pat S.	FCIC	ASAP
4	Care giver proposal	Lee	November 7 th
5	Ken was absent during the meeting. However for tie breaker purposes, Ken was nominated onto the committee. He has not yet agreed to participate. He will have to be contacted and the members will need an update on his answer.	Whitlie	ASAP
6	Construction of an attendance sheet to keep record of the attendance of parties that have and have not been participating.	Whitlie	ASAP
7	Policy to phone members prior to meetings was created to ensure the group knows who will and will not be attending meeting. Also to definitely know that members had full knowledge of when the coalition will meet.	Whitlie	Immediate and Continuous

Introductions- 4:05 → 4:10pm

Each attendant introduced themselves and the organization/faith community they represented. Each attendant expressed what has brought them into the coalition and their initiatives.

Reading of September Minutes

The minutes were read and discussed among the group.

o Comments/Decisions Made

- Whitlie: Stated that she has started on the uploading of the materials needed for the NICHQ ILab for the months of August and September. There were a few items either missing or incomplete that she needed to investigate as to where the information was in order to complete the updates by the deadline. Asked about the team assessments and will find the results.
- Michael: Explained the upcoming event” Lunch, Listen, & Learn”. After the lunch, the members of the host congregation would stay behind and be interviewed. This is our first

event so we may start off shaky. The idea is to take the LL&L series to the other congregations. Michael did an overview of the agenda for the session. Michael suggested that we hold meetings before the LL&L sessions at the host site (possibly the week before), in order to get a head count of who has RSVP'd and to discuss how the sessions will run (meeting time, food, topics discussed, last minute planning, etc.). He will be following a moderator's guide which would be made and amended for the use of the other faith communities. This is a qualitative approach. LL&L sessions will meet on day of the week at the discretion of the host faith.

- Pat J.: Gave clarification on what the goal of this event and events like it are trying to accomplish. "We are trying to change the way we are getting information from the community. Because the way we have done it in the past is, we come up with the questions, put them out there, we have gotten answers, we develop programs based on those answers, but nothing has worked. All the statistics show that chronic diseases are continuing to increase in our community... We are trying to get the feedback from the community first. Michael is skilled in developing discussions to get information from people. Our goal is to have him train individuals so that they can go into the community and continue to gather this information, so that we can provide the kinds of programs and activities that can be useful in addressing the chronic disease issue."
- Lee: Is currently trying to find a location for the Baha'i LL&L in November. Wants the template for the LL&L invitations. Needs a document so that she can send it to the leaders in Baha'i.
- A decision was made that **Pat J and Pat S will write an overview/ structure for the LL&L sessions that the coalition leaders could send to their faith leaders that would explain the purpose of the LL&Ls.** Creation of a template was agreed upon so that the only items that'll need to be changed are the dates and locations.
- LL&L invitation and information sheet to be sent to Lee by October 19th.
- Michael: Hasn't heard back about the Walgreens Grant.
- Pat J: If you hear about any grants, please bring them to the group.
- Michael: We should hold off on accepting members until we get more programs under our belt and become more established. The main problem is properly getting the new members up to speed in a timely manner.
 - Lee: Thinks that if we have someone who wants to join and is enthusiastic, we don't have to take time out of the meeting to bring them up to speed. We could have someone pull them aside at another time in order to update them.

- Michael: Suggested that the monthly meetings be run as “Board of Directors” type meeting. Where the Coalition leaders meet and vote on items, then they go back and updated the other members of the coalition.
- Meeting accepted the meetings

Concerns/Suggestions

There was a unanimous concern about the attendance and involvement of other coalition leaders and members. Of the 10 organizations in the meeting only 5 of the organizations were represented.

- o Pat S: Addressed the concern about creating the following: an attendance policy, guidelines of responsibilities, rules for receiving grant funds, and by-laws for those who have joined the coalition and new members as well.
- o Nazeera: There are members who have not participated, have received funding, but not bothered to show up for meetings. They are here for just namesake. She suggested that they be removed and we add people who do take it more seriously.
- o Michael: Suggests that a membership committee could create sort of a minimum standard of attendance, so that once it is defined we can hold them to it. We don’t want to just dismiss them without them knowing the standard first.
- o Pat J: We need to start documenting what our processes and procedures will be.
- o Michael: **Makes a motion to create a membership committee that would address all the issues related to rules and standards of members wanting to join, new members, and current members. Lee Lambert and Pat Smith were nominated as the co-chairs with the addition of Ken Lazarus. The motion was accepted**
- o Lee brought up the idea of having a 5-minute meditation before each meeting. This suggestion was agreed upon, and would be incorporated into practice.
- o Nazeera: Brings up the need for a marketing committee. One is needed to promote our programs the targets groups we are seeking, so that they will come to the programs, which will allow us to gather a greater pool of data.

Coalition Partner Updates

- o Atlanta Soto Zen Center
 - Sunday is the first LL&L. It will be held from 12PM -1:30 PM

- From October 12th-November 18th ASZC will be hosting an art gallery called “Painting without the Painter”. The gallery will be open Saturdays and Sundays from 1-5 PM. Michael will be performing a one man show on Friday, October 12th for the opening of the gallery. Everyone is welcome to join.
- Creating a community garden at ASZC.
- CHOA
 - Georgia Baptist Coalition grant application has been submitted, but there is no word back yet on its approval.
- Baha’i
 - Lee has spoken to her leaders; they are awaiting the LL&L packet in order to learn more about the program. There may be some issue holding the LL&L at the Sunday building.
- United Methodist
 - Pat S. is waiting to be trained with Morehouse School of Medicine, as a community health worker. She needs letter of support from FCIC. The letter needs to be signed, and include the proper letter heads. UMC is preparing to add a First Aid and lactation room to their church facility. The room would be attached to the nursery. The room would double as a First Aid room that would help to assist those whom suddenly collapse or need emergency care during service or on church grounds, and as a private area to lactating mothers to feed their children. There will be a Healthy Eating Seminar Friday, October 26th offered by Helping Hands.
- Fulton County Health & Wellness
 - Atlanta Regional Commissions is offering 15-20 free slots to their workshop for people to become trained as a Living Well Leader in Stanford’s Chronic Disease Self-Management Program. Those wishing to become a leader should contact Fulton County so that dates for the classes can be set up.

Upcoming Events

- Future Meeting Schedule
 - October 26th : Healthy Eating Seminar, sponsored by Helping Hand, from 11 AM -1PM at Bethel UMC
 - November 7th: Monthly Meeting. This will be a lunch meeting held from 12-2pm. This meeting will be the meeting before the Baha’i LL&L session. Location is TBD.
 - November 11th : Baha’i LL&L