



**New Mexico Hepatitis C Alliance  
Board Meeting Minutes  
March 11, 2009**



**Board / Ex-Officio Present:** Yolanda J Herrera, Stephani Patten, Holly Taylor, Karen Gonzales (phone), Ben Corsey III (phone), Lucy Yates (phone), Rachel Pacheco (phone, short period)  
**Board / Ex-Officio Excused:** Terry Holmes, Gaviela de Boer, Teresa Williams, Dr. Scalettii, Saroj Baxter  
**Board / Ex-Officio Absent:** Kory Montoya  
**Guest Present:** None

Topic	Discussion	Action / Person Responsible
1) Meeting called to order.	Yolanda – Called meeting to order @ 4:03 pm pm. We have a quorum with 6 out of 9 members present.	N/A
2) Welcome / Agenda Approved	Welcome by Yolanda. All present checked in. <b>Holly moved to approve and Stephani seconded. Approved</b>	N/A
3) Minutes Approved	February 11, 2009 approved with changes Yolanda had several changes noted Send approved minutes to board Develop an acronym list and send out with minutes Lighten the “Draft” a little bit more Karen indicated on page 2, number 6 that she was confused. This is an unfinished item that Karen was talking about. She does not remember. Others will help with that.	Stephani to correct And send out to Board members.
4) Treasurer’s Report	Still having problems with her computer and had bank statements. Statement: January 31, 2009 <ul style="list-style-type: none"> <li>• Beginning checking balance \$3,299.08</li> <li>• Income: \$2,000 (1/29/09)</li> <li>• Expense: \$78.58 (1/21/09, Stephani supplies for printing newsletters and other forms)</li> <li>• Ending checking balance: \$5,220.50</li> </ul> Statement: February 1, 2009 <ul style="list-style-type: none"> <li>• Beginning checking balance: \$5,220.50</li> <li>• Income: \$0.00</li> <li>• Expenses: \$200.00 (Circle of Harmony booth fees)</li> <li>• Ending checking balance: \$5,020.50</li> </ul> Federal Taxes, Form 941, we have had continued requests to pay back taxes. Holly called the IRS and had the IRS correct that we do not have to report the Form 941. We are however behind on our filing of the Form 990 for 2006, 2007, and 2008. Will need to complete the Form 990 and send in before April 6, 2009. Future reports will have a break down with monthly incomes and expense with details. Question by Karen about having the financial report emailed to all board members before the meetings.	Holly to have reports at next meeting  Stephani to send to Holly documents on the Circle of Harmony.  Holly to get together with Stephani to complete the reports.  Holly to produce reports. Holly to send out in future.
5) Updates/Reports from:	Executive Committee – Yolanda and Ben <ul style="list-style-type: none"> <li>• Approved meeting minutes will be circulated to all members of board.</li> <li>• Email courtesy should be used. Please cc all board members on the email so that all can be on the same page.</li> <li>• Please keep all updated on any events that you are a coordinator of.</li> <li>• Official emails and information going out to general membership and contacts will come from NMHCA.</li> <li>• Lucy and Ben both have concerns about keeping informed via emails.</li> <li>• Stephani requested that all keep her updated on email addresses.</li> <li>• Questions about the email addresses. Karen wanted the email addresses put</li> </ul>	

in text form and sent to her.

- Some want help in setting up email group lists.
- Yolanda talked about how much work Stephani is putting into organizing the documents and binders.
- Yolanda talked about the storage cabinet that we are storing our materials and binders. She is finding out if we can put locks on the cabinet doors to secure our items.
- Stephani will send out sign in sheet to board members so that those who call in to sign the form and either email back to Stephani or fax to Yolanda.
- Yolanda's fax number is 505-841-1267

If you are attending a health fair, make sure that you keep the executive committee updated about the health fair you are attending. This is needed if you take any pamphlets and materials that represent the NMHCA.

- We need the documentation to support our funding and programs.

Ben asked if NMHCA would like to have our quilt with the NAMES project which is the AIDS Quilt.

- Hang for 72 hours and available to all
- Albuquerque Pridefest – June 12 fashion show
- Santa Fe Pridefest – June 26 fashion show

Announcement by Ben – “Morning Time” play is March 27<sup>th</sup>.

- For our participation, fun, and enjoyment according to Ben.

Talked about the Circle of Harmony conference.

Only have 3 volunteers so far. Need more to staff for the event.

Talked about having a drawing for a free gift. Are there restrictions?

Yolanda feels that we need something that will draw people to the event.

It is up to each individual coordinator.

Holly talked about having free give a ways and that it is a way to get people to join in on a discussion about hepatitis C.

Yolanda talked about how we had a drawing for a free gift basket and that it helped to bring people to our table.

We have the expense of the cell that Gavriela allows us to use.

Yolanda talked about having a new bulletin board and posters made by Project ECHO. She is talking to Dr. Scaletti and Dr. Arora

World Hepatitis Day and Annual Meeting

- Yolanda talked about having our annual meeting to coincide with World Hepatitis Day on Thursday, May 21, 2009.
  - Talk about having a collaboration with other groups.
  - Need to send out “Save the Date” as soon as possible.
- Yolanda will talk to Lydia, Robert, Jane to see if we can get some form of funding for the annual meeting.
- Yolanda will touch base with Robert and Jane.
- Karen indicated the restraints that the pharmaceutical companies have on support for programs. They can do so, but as a “display fee” for the meeting.
- Yolanda talked about time constraints on getting funds.
- Karen talked about having a set price for the display fees.

Talked about World Hepatitis Day events

- Discussion about the bill boards through ClearChannel

Secretary Report – Stephani Patten

- All is going well with much work being completed on organizing the documents and binders.
- Requested that if changes are in need, please send to her.

Advocacy Report – Stephani

- Talked about the possibility of combining the Hepatitis C Epidemic Control and Prevention Act and the Hepatitis B Act
- Talked about the hepatitis C infections from the Beaumont Army hospital diabetes patients.

	<p>Yolanda talked about the National HIV and Hepatitis Prevention Act</p> <p><b>Health Fairs</b>  NMAS-WHP – Stephani</p> <ul style="list-style-type: none"> <li>• There were well over a hundred women and girls that attended this health fair. The following activities occurred: <ul style="list-style-type: none"> <li>• HIV testing</li> <li>• Hepatitis A and B vaccinations</li> <li>• Syphilis testing</li> <li>• Hair styling and cutting</li> <li>• Make up artists</li> <li>• Massage</li> </ul> </li> <li>• Stephani and Yolanda staffed the NMHCA booth where we handed out numerous pamphlets and talked to close to 100 people.</li> <li>• Each attendee was handed a paper that had questions on it. The only way to get the answers was to go around to each booth/organization to talk to those staffing the booth. If you got the answers all correct, you received a book titled “Our Bodies, Our Selves” which is a women’s health resource book.</li> <li>• Stephani and Yolanda had the correct answers and received the books.</li> <li>• This is the first year that NMAS has held this event in Albuquerque and looked to be a great success. We look forward to working with NMAS in the future regarding this event.</li> <li>• Yolanda and Ben talked about the health fair. 95 books handed out by AmeriCorps and they did run out.</li> <li>• Yolanda asked about having a couple of the “Our Bodies, Our Selves” book for the annual meeting.</li> </ul> <p>Circle of Harmony</p> <ul style="list-style-type: none"> <li>• Rachel will keep us updated.</li> <li>• Still need volunteers for this event</li> </ul> <p>Yolanda reminded that the coordinators to send out up dates regarding the health fair they are a coordinator of.</p> <p>Gathering of Nations</p> <ul style="list-style-type: none"> <li>• Yolanda will send out the official invite for health fairs to other organizations inviting those organizations to join us.</li> <li>• Yolanda will ask Art for a box of condoms to hand out.</li> </ul> <p>Holly brought up her concern about the NMHCA loosing it’s identity with these collaborations.</p> <ul style="list-style-type: none"> <li>• Stephani rebutted with how the collaboration can help.</li> <li>• Ben indicated that Stephani worded it perfectly.</li> <li>• Yolanda talked about how it is ok to have different opinions and discussions about particular issues.</li> </ul>	<p>Stephani to contact Kate at NMAS.</p> <p>Yolanda to send out invite  Yolanda to call Art</p> <p>Stephani to provide rebuttal</p>
<p><b>6) Announcements</b></p>	<ul style="list-style-type: none"> <li>• Yolanda announced that the NMCPAG will be having their annual retreat March 31st - April 2<sup>nd</sup>.</li> <li>• We have a great opportunity to educate with the statewide Chaplain volunteers with NM Dept of Corrections.</li> <li>• Yolanda provided training to a select few and that we have an opportunity to educate more than a 1,000 of the Chaplains statewide.</li> <li>• Yolanda will send out an invite to join in on educating with the Wings of Life.</li> <li>• Holly talked about starting up a teleconferencing in Lovington.</li> <li>• Yolanda announced that Holly is in the new Project ECHO video and is working on radio spots.</li> <li>• Yolanda asked that if Holly or anyone has information on how to be on a talk show on various radio stations to provide the information for documentation.</li> </ul>	
<p><b>7) Wrap Up and Adjourn meeting</b></p>	<p>Yolanda – Motion to adjourn meeting @ 6:00pm.</p> <ul style="list-style-type: none"> <li>• Seconded by Holly Taylor</li> <li>• Next Board of Directors meeting: 4/8/09</li> </ul>	