

High Hopes Therapeutic Riding
Program Task Force Meeting Minutes
August 10, 2021

Task Force Members Present: K. Stalsburg, S. Miller, E. Belliveau, M. Mummert, M. Wacs

- Mac, Jane, Kitty, and Chelsea to meet and discuss goals of the task force for 21-22. This meeting will guide decisions about membership, meeting frequency, and outcomes of the group. Stay posted!
- Participant surveys- moving forward, results of the survey and action steps to resolve any noted issues will be shared with participants. This was our first “go” at a fully electronic survey. The task force will review questions and format in the coming months to ascertain necessary/preferred changes before it is sent out for next academic.
- Connect. Learn. Play update- thank you to all who are volunteering the day of. Looking forward to the activities and families. Flyer is attached here for distribution. Please let me know if you need printed copies. It would be great if everyone on the task force could put up at least 5 flyers 😊
- Volunteer discussion- major issues include decreased pool of skilled volunteers and increased cancellation. Volunteer on-boarding process has been optimized to get the right people in the right spots, as opposed to everyone coming through general orientation then not having any spots to actually offer them. Emily and Chelsea are working on website updates that clarify the volunteer roles, skills, times so that people have a better understanding before they apply. Team discussed the level of acceptance with volunteer cancellation- it is a balance of being polite/understanding people have lives outside of HH and people understanding that its REALLY important that they're here. Maris to draft a letter to volunteers about the value of consistency to the participants- this will be shared in volunteer e-blast and/or NFTB. We had additional discussion about acknowledging people who have exemplary volunteer attendance and who respond consistently to sub requests. This doesn't need to be honored with a physical gift/token, but a reach out, poster on the bulletin board, or in an e-blast.
- Volunteer training/enrichment- sidewalker enrichment scheduled for August 23rd- topic is promoting independence in the rider. Discussion about the value of a confidentiality/boundaries training for the future. Probably something that would be organizationally beneficial as well.

- Task force projects- **Thank you to Vicki for offering to do the Veterans program identification. Thank you to Mac for offering to help with progress notes data entry.** We will post in the sub list for additional volunteers to assist with this- Emily confirmed Joanne is not comfortable being in the office for this job (materials contain HIPAA protected info so they cannot travel offsite). I will be sending a separate email about the equestrian organizations, so be on the lookout!

Respectfully submitted,

Chelsea Bourn