



Brinnon Advisory Committee Meeting

Date: August 6, 2026

Time: 4:30pm – 5:30pm

Location: 306144 Hwy 101, Brinnon WA 98320

Virtual Option (Microsoft Teams):

<https://teams.microsoft.com/meet/218031225092165?p=Z0cvAUnYwi952xdIT6>

Meeting ID: 218 031 225 092 165

Passcode: cX6GG28H

Public Access Information: This meeting is open to the public. Community members may attend in person or via Microsoft Teams.

Community Input and Transparency Note

OlyCAP uses Community Center Advisory Committees to create a transparent, community-centered forum for feedback about community center programming, use, and local needs. These committees are advisory only. They help surface ideas, concerns, and recommendations, but final operational decisions remain with OlyCAP.

1. Welcome and Introductions

- Welcome by Community Center Manager / OlyCAP staff facilitator
- Introductions of committee members, staff, and guests as needed
- Community Action Promise

2. Community Input / Public Comment

Members of the public may share comments related to the community center, its programming, public use, partnerships, or community needs.

Speaker guidelines:

- Up to 3 minutes per speaker
- Speakers should share their name and community for the record
- The committee will listen and may ask clarifying questions, but will not typically debate or take immediate action on items not listed on the agenda

3. Review and Approve Agenda

4. Review and Approve Previous Meeting Notes

5. Center Updates from OlyCAP / Community Center Manager

Program & Activity Updates

Core Daily / Weekly Programs

- Soup & Social (Weekdays, 11:00 AM–1:00 PM)
- Yoga Programming
- AA Meetings
- Jefferson County Library Bookmobile

Recurring Community Programs

- Magic Monday
- Community Game Night
- Maker Club
- Quilters' Club
- Senior Organization activities
- WISE Program
- YMCA Food Program

Facility / Operations Updates

- Summer facility usage and room scheduling
- Volunteer recruitment update
- Review of Community Use Standards
- Public calendar updates
- Status of volunteer coverage

Upcoming Events

- August Community Dinner
- Family Game Night
- Maker Club
- Senior Organization Dinner
- Emergency Preparedness planning activities
- Other August community events

6. Committee Discussion Items / Ongoing Topics

Volunteer Recruitment and Retention

- Current volunteer needs
- Coverage for Soup & Social
- Recruitment strategies
- Volunteer recognition

B. Community Emergency Preparedness

- Progress toward emergency preparedness workshop

- Coordination with CERT, Red Cross, Fire District, and Emergency Management
- Community Center's role during emergencies

C. Community Training Opportunities

- De-escalation training interest
- Other educational workshops
- Community resilience classes

D. Program Participation and Growth

- Attendance trends
- Community feedback
- Ideas for additional programming
- Fall program planning

E. Facility Operations

- Room scheduling
- Calendar visibility
- Building improvements
- Future operational needs

7. New Ideas / New Topics

List each topic separately:

- [Topic #1]
- [Topic #2]

8. Recommendations or Follow-Up Items for OlyCAP

Status updates on action items from July:

- Volunteer recruitment
- De-escalation training sign-up process
- Emergency preparedness coordination

9. Next Meeting / Upcoming Dates

- Confirm next meeting date: September 3 4:30pm
- Note upcoming events or important dates

10. Closing

- Thank participants

- End meeting at [time]

I