**Teen Advocacy Coalition**

**Board Meeting Minutes**

Monday April 6th, 2015 – 2:30pm – 5:00pm

Executive Session 2:00pm – 2:30pm

Grays Harbor College Riverview Center

**Board Positions**

(Members present unless noted)

Chair----------------------------------------Emily Popovich

Vice Chair---------------------------------Lyndsey Owen

Secretary-----------------------------------Paul Turner

Treasurer-----------------------------------Jessica Verboomen

Member at Large--------------------------Sharon Block

Member at Large--------------------------*Vacant Position*

Project Director/Fiscal Manager--------Bob Caetano (Absent)

Project Coordinator-----------------------Gracie Manlow

Project Assistant--------------------------Tanya Schiller

South Bend Youth Liaison--------------Megan Johnson (Absent)

Raymond Youth Liaison-----------------Jordan Reidt (Absent)

Willapa Valley Youth Liaison----------Robert Espina (Absent)

Agenda Items:

1. Crisis Intervention Training – Geri Marcus
	1. The training would benefit the community, including those that partner with the justice agencies. It will not be public, but the scope of local involvement will be diverse, including: PCSO, RPD, SBPD, WBH, CPS, CSN, Ocean Beach School District, Shoalwater, hospitals, rehab clinics, library staff etc. Cross-system communications are encouraged.
	2. The hope is to train 120 people – 60 from North County, 60 from South County.
		1. June 12th, 2015 – South County
		2. June 15th, 2015 – North County
	3. Ellis Amdur will be the trainer. His book Grace Under Fire will be featured and available for purchase to supplement the training ($30).
		1. The training will focus on de-escalation and recognizing the cycle of aggression.
	4. Geri has been asking for funding at a variety of outlets
		1. WCN will be donating $200
		2. Wellspring will donate up to $1000
		3. TAC was asked to donate up to $1000 as well, under the stipulation that the full amount would most likely not be needed and then it would be divided equally with Wellspring. Funds will be pulled from other groups first.
			1. Emily Popovich made a motion to support up to $1000 for Crisis Intervention Training.
			2. Paul Turner seconded.
			3. All were in favor, the motion passed.
	5. Geri will contact the North County superintendents for their support.
	6. Geri asks people to email her with confirmed number of trainees.
	7. TAC Staff will investigate and ask Katie Lindstrom if any part of the training can be counted as match for the DFC Grant.
2. WBH Open House
	1. May 1st – North County
	2. May 2nd – South County
	3. May is Mental Health Awareness Month
	4. The Open House will serve as a welcoming to the agencies and the services/organizations supported.
	5. All are welcome to attend. There will be food. The event will be 9:00am – 12:00pm
3. After Prom Party Committee Meeting
	1. All decorations have been ordered and delivered.
	2. The South Bend High School Gym (Koplitz Field House) has been confirmed as a location with a contract. There will be no service/rental fees and can clean up the majority of the party on Sunday afternoon rather than Saturday after the event.
	3. TAC Staff still needs to order specialty raffle prizes and can spend about $800.
		1. Examples include: GoPro, KindleFire HD, new Polaroid-style cameras, Beats headphones, Keurig etc.
		2. Students have been asked to start asking businesses for raffle donations.
	4. There is a WVHS student who has offered to run a caricature drawing booth.
	5. Students would like to have a video gaming area with either Mario Kart or Super Smash Bros.
	6. Karen Clements (SBHS) has agreed to work as the “front door person” for the event.
	7. Try placing sign-in sheets in the school offices for volunteer sign-ups for the party.
	8. Volunteers with shifts will include students in grades 9-12.
		1. The main set-up will be in the afternoon and then there will be a 10:30pm call for the event.
		2. Staff should investigate using disposable hospital booties for an alternative footwear option.
	9. Gracie will send out a Doodle Poll for scheduling a meeting after Spring Break.
	10. Staff will follow up with the Prevention Consultants and their participation within the event.
4. Town Hall
	1. The board decided that the theme will be “Building a Better Community”
	2. Gracie set up a meeting with Sandy Adams at New Life Fellowship in order to tour the facility at 11am on April 9th.
		1. The food options seem negotiable and open. There are round tables available which seat 6-8.
		2. The Willapa Harbor Community Center is a last-resort, Plan B, option. Gracie will follow-up to check if it is still available. The United Methodist Church in Old Willapa is a Plan C option.
	3. The event will be catered by Las Maracas Mexican food. Staff will confirm with the restaurant.
	4. Helping Hands and TAC Youth Arm/Peer Helpers can potentially work together to serve food.
	5. Booths
		1. Goal: 10 booths
		2. It would be ideal to have representatives present at the event, but as an alternative, groups are welcome to leave brochures/posters etc.
	6. Centerpieces
		1. Each table will have a raffle-able center item. The group has brainstormed about having plants, sculptures of putting tools in a plant arrangement.
			1. Ryan McMurray or Mr. Silvernail could be potential contacts for this.
5. Substance Abuse Prevention Week
	1. South Bend High School transportation
		1. Gracie has been attempting to contact Mr. Nelson in order to solve the issue of not having enough bus drivers to cover the pre-school routes since the assembly time conflicts with the bus time.
			1. Potentially the end of the assembly could be shifted back to 2:10pm instead of 2:30pm
			2. The last resort option would be splitting up the assemblies between the schools
			3. There may not even be pre-school on Fridays-Gracie will investigate
6. AmeriCorps Training
	1. The training was with the PCYA Board and the other site supervisors
	2. PCYA has a new website where they will be managing the AmeriCorps documents, among other things: [www.pacificcountyyouth.org](http://www.pacificcountyyouth.org)
	3. The selection process for the members can be executed many ways
	4. The job duties must be direct service and cannot simply be administrative tasks.
		1. TAC’s member will focus on taking over Youth Arm leadership
		2. WCN will have direct service towards recruitment and maintenance for their members.
			1. Erin Frasier helped to write WCN’s proposal.
	5. Gracie will send TAC’s Group AmeriCorps application to the board for reference
	6. Gracie is listed as a site supervisor.
	7. The AmeriCorps term is from September 1st – July 15th.
	8. Staff will break down skillsets, requirements, tasks, and create a workplan. The person needs to be a good communicator!
7. Business Week
	1. The event was a success and all the students really enjoyed it.
	2. The TAC sponsored company won with Gracie as the advisor!
8. Miss Washington’s Visit
	1. Miss Washington visited on Wednesday, March 11th @ GHC Riverview Center
	2. Her visit counted as one of the Let’s Draw the Line requirements
	3. She gave a presentation on media awareness and gave tips for how the students could present
	4. Students must present to at least 5 or more students.
		1. All the attendees have copies of the powerpoint presentations
		2. ESD #113 has pre and post surveys that they would like to be filled out during the presentation
	5. TAC would like to avoid taking students out of class for the presentations. Potentially students could present after school, at the library, or someplace similar.
9. Willapa Harbor Herald Column
	1. The article about Miss Washington can also be viewed on the blog section of the TAC website.
10. Youth Mental Health First Aid
	1. The event will be held at GHC Riverview Center from 8:30am-4:30pm.
	2. 24 students, combined from the tri-district schools are expected to attend.
	3. The training will also be beneficial to adults, as they learn how to recognize symptoms in youth
11. Willapa Valley High School Visits
	1. Gracie and Tanya have gone out to WVHS to talk directly to the students.
	2. More students recognize the TAC logo, who we are, and what we do.
	3. Progress is slow, but moving forward.
12. EDC and Willapa Harbor Chamber of Commerce I-502 Marijuana Forum
	1. Gracie and Tanya attended
	2. The panel consisted of representative from schools, law enforcement, county commissioners, growers, and clean air agency.
	3. Staff met the owner of Mr. Doobee’s to make him aware of our organization
		1. He wants to come across as an advocate to kids
		2. If he sells to a minor, it’s a felony. He checks IDs two ways and has 26 surveillance cameras.
		3. At this time the board is not interested in acquiring empty wrappers for reviewing product labeling.
13. Bylaws
	1. The changes were approved by the board and the justifications were appropriate
	2. Email voting
		1. Emily researched state laws and found that if people do not vote, it can be an assumed yes vote, if stated
	3. The quarters will be added to the bylaws, in the active member description, for more clarity
	4. The bylaws will be emailed out on Thursday April 9th and the deadline for voting will be Friday, April 17th.
14. Financial Report
	1. Match is just about halfway earned for the year
	2. TAC is still working on getting spending up
15. Administrative Report
	1. Tanya has been researching prizes for the After Prom Party and promotional items for Town Hall/Substance Abuse Prevention Week.
	2. Wristbands for SAPW have been ordered—they will be distributed to every student at the 3 school and to people attending Town Hall.
16. TAC Committees
	1. Capacity Building
		1. Fridays in Raymond around 3pm is a good time—a date still needs to be nailed down
	2. Substance Abuse Prevention Committee
		1. Tanya will send Sharon a list of SAPC members who have signed up
		2. Sharon will read the new bylaw blurb at the next TAC meeting to hopefully entice more members for helping.
17. Rx Dropbox
	1. The commissioners said it was okay to put it in the breezeway outside the sheriff’s office and bolt it down
	2. The Sheriff is asking for new security cameras in order to cover that area.
		1. Is 24-hour surveillance mandatory?
		2. The current price for the requested camera system runs about $2000
		3. RE: Bob Caetano—Is there any way that TAC can help with funding for the cameras? Carry-forwrard budget?
	3. Disposal
		1. Drugs can be taken up to Fern Hill Pet Cemetery in Grays Harbor. They charge $.40/lb.
			1. TAC would absorb the costs
	4. Sharon will follow up with details from the PCSO
18. May Board Meeting Topics
	1. Staff needs to contact Miss Washington
	2. Parenting classes – prevention
		1. A timeframe needs to be determined
		2. 3 sessions + trainings = $300
	3. Lyndsey and Dr. Holland are working on a 40 Developmental Assets program

Emily Popovich adjourned the meeting at 5:00pm.