**Teen Advocacy Coalition**

**Board Meeting Minutes**

**July 11, 2016 @ 2:30 PM– 4:30 PM**

**GHC Riverview Education Center**

In Attendance:

Donna Hallock (DRC), Alyssa Grams (AmeriCorps/TAC/WCN), Lyndsey Owen (RHS/TAC), Bob Caetano (WBH/TAC), Sharon Block (DOH/TAC)

1. Review Agenda for Approval - Approved
2. Approve June Board Minutes - Approved
3. Round Table – Sharon shared information regarding High in Plain Sight, need for data collection, Melissa determined that Roundtable/Introduction section will be most effective at the General meeting
4. Board Chair - Lyndsey
	1. Board Retreat
		1. Attendees - confirmed 4 in attendance, Donna unable to attend due to vacation to Korea
		2. Topics for retreat include budget, “Boards in Gear” training, some CADCA information presented by Melissa, and working on Strategic/Work plans
	2. Food – Melissa& Lyndsey will work together
	3. Tokeland Tradewinds Lodging – a couple of members staying over
		1. July 25th & 26th
		2. Starting Monday, July 25th at 10 am.
5. Grant Coordinator – Melissa Cornwell
	1. Peer Helper Retreat Committee – Meeting held last week, great turn out, will be working with committee on making sure all youth involved are at the retreat the full time, no late comers
	2. Presentation – CADCA Training – looking to develop presentation for anyone to use to get the word out about TAC and Substance Abuse Prevention
6. TAC Committees
	1. Capacity Building Committee – Sharon Block
		1. Created survey
		2. Identify month when surveys can go out
	2. Substance Abuse Prevention Committee – Sharon Block
		1. Instead of Survey for PC’s we will be adding options to their timesheets to identify where their time is being used
		2. Lyndsey mentioned that we received a grant that will allow us to pay PC’s out of that funding versus DFC funds, allowing us to move funds to another area that may be lacking
	3. Finance Committee – Bob Caetano
		1. Color copy expenses will be utilized for Peer Helper Retreat Binders
	4. Willapa Harbor Festival Task Group – sign up will be discussed and passed around at general meeting
		1. Melissa will order some “Swag” for giveaway items
		2. Melissa will register team for County Fair being held at the end of the month
	5. Peer Helper Retreat Task Group
7. Financial Report – Bob Caetano
	1. Need more Match hours from community, including Prevention Consultants
	2. Melissa will print empty forms to be completed at General Meeting
8. AmeriCorps Update – Alyssa Grams
	1. Thank You Alyssa for a wonderful 10 ½ months of service
	2. Enjoy your summer before school starts
	3. Drive carefully and stay warm once you get back to Wisconsin
9. Next Month Items

***Next TAC Meeting:*** *Monday, July 18th, 2016*

*3:15 p.m. – 4:45 p.m.*

*Raymond High School Library*

***Next Board Meeting:*** *Monday, August 1, 2016*

*2:30 p.m. – 5:00 p.m.*

*Grays Harbor College, Riverview Education Center, Raymond*

“Our vision is for all teens in Willapa Harbor Communities to

be healthy, safe, and valued.”