

Teen Advocacy Coalition
Board Meeting Minutes
March 13, 2016, 11:30-1:30pm
Grays Harbor College Riverview Center

In Attendance: Ryan Miskell (RPD), Jessica Verboomen (ESD 113), Bob Caetano (WBH), Kent Smaciarz (GHC), Michele Buzzelli (TAC)

1. AmeriCorps Members
 - a. Discipline Action – Allie Thompson
 - i. AmeriCorps member was terminated.
 - ii. Moving forward
 1. Positive Action & Class Action Curricula
 - a. Per DMA funding, we must complete one section of Positive Action with 7th or 8th grade in Raymond AND Class Action with the remaining Raymond 9th grade class
 - b. Jessica Verboomen will facilitate these in the classroom. Michele will coordinate with Jessica in scheduling class time and going over curricula materials. Ryan will assist in class instruction.
 2. 2017/18 placement
 - a. TAC will have one service member for 2017/18
 - b. Skills/Abilities:
 - i. College graduate and/or military experience OR outstanding local candidate (ideally former peer helper)
 - ii. willingness to engage community
 - iii. writing sample (after 1st round of applicants – does not need to be very formal: blog post, emails back and forth, “tell us about yourself/what you like doing”)
2. DFC Coordinator

- a. Transition process along with AmeriCorps experience has been very rough for the Coordinator.
 - b. Unclear around expectation for position – very little overlap between day-to-day and job description
 - c. Capacity Building. What else?
 - i. Town Hall
3. Administrative Assistant
- a. Coordinator request for admin in the office at least two days/wk.
 - b. Board approval to hire a permanent admin – 15 hours/wk.
 - c. Coordinator will work with current admin until replacement is hired
 - d. Job posting in newspaper, Facebook, community bulletin boards
 - i. Coordinator will adjust existing job description accordingly and then forward to board for approval before posting
 - e. Admin cannot do direct service per DFC grant
 - f. Coordinator will discuss upcoming changes with existing admin at meeting Tuesday evening 3/14
4. Communities That Care (CTC) Facilitator Training
- a. CTC is a system that will help us better implement DFC funding in north Pacific County. It is a five-stage, step-by-step process with very clear milestones and benchmarks. Coordinator suggests board looking into contracting with Social Development Research Group (SDRG) at UW. CTC is a tested and effective system – not a program – that is successful in large metropolitan areas and communities smaller than ours. For every \$1 spent toward prevention under the CTC system, there is a savings of \$5.30. TAC would be able to stretch DFC funds even further.
 - i. Examples: Utilizing outcome-focused planning in identifying goals. Looking at upstream risk and protective factors associated with health and behavior outcomes identified in Healthy Youth Survey.
 - b. CTC contract is \$40,000 for two-year commitment (\$28,000 for year 1, \$12,000 for year 2). CTC is an approved budget item under DFC grants.
 - c. Possibility to build into budget for year 6-10 proposal
 - i. Coordinator suggests implementing CTC tools now in preparation for possible CTC implementation in year 6

- d. Things that we can take out of CTC now: several meeting facilitation tools, workgroup assignments. Will not have access to videos and coach without contract.
 - e. Board members acknowledged that these are not new ideas, but that implementing changes has been met with resistance. Coordinator is encouraged to do leg work.
 - i. CTC view is that it's not the Coordinator the Cares, it's the Community that Cares. Coordinator would be doing less of the planning work.
 - ii. Board recognizes that is currently the missing piece. We should be out there doing more things but few community members have buy-in. How do we really change that?
 - iii. Coordinator brings up concerns regarding community trust and being able to build capacity among community members when they do not yet know or trust her
 - 1. Eventually, Board and Coordinator will be able to take a step back in leading the charge with TAC activities and community will foster ownership. Until that time, many responsibilities still fall on Coordinator
 - 2. Call for drastic changes to help TAC moving in that direction
 - iv. Acknowledgement that consistency is a problem for TAC, regarding membership and staff
5. Town Hall
- a. Speaker
 - i. Youth-to-Youth International Speakers from CADCA. Shaun Derik is one of the featured speakers (www.youthtoyouth.net/speaker/shaun-derik). We have Wed. April 26th penciled in with Y2Y schedulers. Shaun's fee is \$3,000 plus \$500 transportation → \$3500 for three presentations in the day (his minimum). Shaun's keynote, *Dreams & Detours*, is on resiliency. In fulfill DMA funding requirements, our Town Hall must address a portion of the Positive Action curriculum (resiliency and making good choices). Coordinator suggests this is a great fit for both the community and DMA funding requirements.
 - ii. Board very happy with cost of this speaker. Much less than the past few years.

- iii. Motion to hire Y2Y speaker for Town Hall. Motion received second. Board voted by majority for hiring Shaun Derik. Coordinator given okay for contacting scheduler and moving forward in hiring process.
 - b. Event Planning and next steps
 - i. Call for creating TAC Town Hall Task Force
- 6. Tobacco & E-Vape Prevention Funding
 - a. Subcontract through Health Department from ESD 113 True North for \$20,000 grant for tobacco and E-vape prevention. If we do not accept this funding, there is no other capacity in north county for efforts. Money will not be used. Few strings attached – must, in some way, go towards targeted prevention efforts. Proposal includes modified bottle tagging program and ties in many TAC upcoming projects, including Town Hall. Will include a Peer Helper project.
 - b. CADCA barn painting – what is our barn? Great youth engagement/Peer Helper project. Will also help boost match.
 - c. Responsible retailing projects
 - d. Jessica will assist Michele in coordinating efforts
- 7. Youth Coalition Projects
 - a. Taproot Theater Production @ RHS
 - i. High school presentation at 2pm today
 - b. Open Mic Night
 - i. Great turnout for event. Positive feedback from community and students. Elixir happy to continue doing this in the future.
 - ii. Difference with the event this year is that Peer Helpers were in charge, with assistance from SB AmeriCorps member Kelsey Staats.
 - c. Updates/Ideas?
 - i. After Prom Party → focus some efforts towards Tobacco & E-vape prevention so flexibility in using new grant money. Food!
- 8. Financial Report
 - a. Misunderstanding of DMA funds – only have \$8500.
 - b. Spent \$12,000 for regular funds, another \$4500 for carryover (CADCA). Outside of Coordinator salary, majority of funds are from Prevention Consultants
 - c. Prevention Consultants concerns

- i. Are funds being used appropriately by all Prevention Consultants?
 1. Concerns that SB is misusing funding → lacking accountability
- ii. Call for condensing Prevention Consultant efforts into one school (Raymond) for figuring out the best use of the position. Perfect it, and then diversify back into the other schools.
 1. Finish out this school year as-is and begin 2017/18 in only Raymond
 2. DFC stipulates that we will support all three schools in the area so we cannot just condense to Raymond at this point in time.
 - a. We can, however, make changes for greater accountability in 2017/18 contracts
 - i. Call for clearer contracts for next year, including handbook with roles and responsibilities (in and out of school) and description of match v. billable hours
 - ii. Call for clarification in DFC funded activities v. DMA funded activities (Prevention Consultants v. Curriculum in the schools)
 3. Call for TAC having a say in which officers participate as Prevention Consultants
 - a. Facilitates increased accountability and buy-in from police officers
 - b. Reinstate Prevention Consultant Committee for creating handbook, including disciplinary process for now following rules
 4. Moving forward, how do we address Sat 3/11 billing?
 - a. We will wait for PCs to submit March hours and review them carefully
 - b. PC program will be placed on hold for April while a Task Force reviews how the program works
 - i. Hopefully, this will reassure the schools that we are taking their concerns seriously
 1. Show schools that we are listening and we care

- ii. Part of review process will be speaking with principals, staff, and students, asking: “What do you see? How do you think this is going?”
 - c. Moving forward, PCs will be given list of mandatory events and can propose others, if they meet TAC PC criteria
 - i. Look at how other counties implement PC/Resource Officer programs
 - 1. Thurston county, Aberdeen
 - 5. Letter from Lyndsey to Police Departments outlining what we’re doing in April and why (program reorganization), and that we will reinstate everything in May
 - 9. TAC Committees
 - a. Capacity Building Committee
 - i. Selecting prize winners for completing the membership survey
 - 1. Five winners: Jim Noren, Jennifer Magneson, Kelsey Hopstad, Kelsey Staats, Zoe Sowa. All received hand-written notes and Subway gift cards.
 - ii. Sector Reps
 - 1. Sharon is creating a script for speaking with Sector Reps. Contact list is updated for sector reps on Dropbox.
 - a. Michele will email Ryan invite for Dropbox
 - ~~iii. Brainstorm~~
 - iv. Michele asked Board members to email her description of what PCs are doing (and/or should be doing) as part of the position description
 - v.
 - ~~b. Finance Committee~~
 - ~~c. Substance Abuse Prevention Committee~~
- ~~10. Miscellaneous~~
 - ~~a. Anything else?~~
11. February Meeting Minutes
 - a. Minutes were approved, as-is, by majority vote
12. April TAC Board Meeting topics
 - a. Town Hall



TAC

TEEN ADVOCACY COALITION

- b. Peer Helper Retreat
- c. Board Retreat
- d. Plan for fixing PC program → Task force

Next TAC Board Meeting: March 13, 2017

1:30-2:30pm

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