



# TAC

## Teen Advocacy Coalition

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**Board Meeting Minutes**  
**Tuesday, November 12, 2019 – 1:00-2:00 pm**  
**Raymond High School – 1016 Commercial Street, Raymond**

**Board Members Present:** Zoe Sowa, Chair  
Luis Gonzalez, Treasurer  
Bethany Barnard, Member at Large

**Others Present:** Denise Rowlett, Coordinator  
Joe Foster, Fiscal Agent

**Approval of Minutes** – Bethany moved and Luis seconded to approve the October 14, 2019 minutes; motion passed.

### 1. DFC Staff Reports

- a. Project Director – ABSENT
- b. Coordinator – Denise Rowlett
  - i. The site visit on November 1<sup>st</sup> went well overall. Greg enjoyed visiting our community and hearing from our partners and the youth during the luncheon. We will be getting a letter summarizing the visit with recommendations and if warranted, an improvement plan.
  - ii. The R2R Community Engagement Night was on November 7<sup>th</sup>. TAC supported the event by providing dinner and items for their raffle baskets.
  - iii. Zoe and Denise both received scholarships for the CADCA forum in February. It covers registration and four nights of lodging.
- c. Administrative Assistant – ABSENT

### 2. TAC Committees

- a. Capacity Building Committee
  - i. There are membership applications from Jesse Eastham and Cassandra Nichols to be voted on at the general meeting.
- b. Financial Committee – NSTR
- c. Substance Use Prevention Committee
  - i. There were 192 pounds of medications collected between the Rx Drug Take Back event and the permanent drop box. There were 23 people who dropped off medications.
  - ii. We plan to schedule a meeting with the prevention consultants sometime in early 2020.
- d. Youth Arm Committee
  - i. Red Ribbon Week – NSTR
  - ii. Sources of Strength – NSTR
  - iii. There is a committee meeting for the Holiday Party/Town Hall after the general meeting today.



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3. **Financial Report** – Joe requested the FY 2019-2020 action plan, budget, and carryover request be submitted to him by December 13<sup>th</sup>. Denise will contact Erwin regarding the year-end financial reporting.
  - a. The draft Action Plan was distributed for review.
  - b. FY 2018-2019 expense tracking was distributed for review.
  - c. FY 2018-2019 match tracking was distributed for review. FY 2019-2020 expenses require a 125% match. This will apply to any carryover budget as well.
  - d. Denise explained that the carryover funds from FY 2018-2019 can be spent over the next four years and can be used for new programs or to enhance existing programs.
  
4. **Other Business** – Bethany suggested TAC could apply for NARCAN from the Department of Health and she can provide the training for TAC membership and/or a community event.

*Next Meeting: Monday, December 9, 2019 – 1:00 pm*