



Pacific County TAC

Keeping Youth Healthy, Safe and Valued

Board Meeting Minutes
Monday, October 12, 2020 – 2:00-3:15 pm
Zoom Meeting

Board Members Present: Zoe Sowa, Chair
Bethany Barnard, Vice-chair
Liliana Ayala, Member at Large

Others Present: Denise Rowlett, Coordinator
Lyndsey Owen, Project Director
Kat Staats, ESD 113/South Bend High School

1. **Approval of Minutes** – Zoe moved and Liliana seconded to approve the September 14, 2020 meeting minutes; motion passed.

2. Staff Reports

- a. Program Director – Requested phone call w/new grant manager from CDC; still trying to develop how she wants to manage DFC grants, suggesting we do regional grant management meetings; reviewed expanded authority in re: carryover (unobligated balance from previous years); check with SAMHSA to see what balance is in its entirety; any money unused at end of year 10 goes to Treasury; reported on SF-424; no prior approval for key personnel changes - coordinator/project assistant; may not be eligible for no cost extension; GrantSolutions training, specifically on budget cycle wave 2.
- b. Coordinator – Working to wrap up color run and FY 2019-2020.
- c. Administrative Assistant – Not present.

3. Grant Management

- a. Expense Tracking – The expense tracking and drawdown tracking sheets were reviewed.
- b. Match Tracking – Reviewed match tracking; Denise still working to collect required documentation for file.
- c. Funding Requests – None.
- d. Carryover Budget – The draft carryover budget was presented. A quorum wasn't present so Denise will request a vote by mail.
- e. Action Plan Review – Year 7 and year 8 action plans were provided for review.

4. Other Business

- TAC was awarded R2R's Resiliency Rockstar for October.
- Received inquiry about Truancy Board; Denise will contact board to see if still interested.
- Shared Turkey Day 5K fundraiser for Crisis Support Network
<https://runsignup.com/Race/WA/Raymond/csnturkeyday5k>

Next Meeting: Monday, November 9, 2020 – 2:00 pm