



TAC

Teen Advocacy Coalition

Board Meeting Minutes
Monday, February 10, 2020 – 2:00-3:00 pm
Raymond High School – 1016 Commercial Street, Raymond

Board Members Present: Zoe Sowa, Chair
Tania Remmers, Secretary
Liliana Ayala, Member at Large

Others Present: Denise Rowlett, Coordinator
Lyndsey Owen, Project Director
Chelsea House, Administrative Assistant

1. Approval of Minutes – Liliana moved and Tania seconded to approve the January 13, 2020 minutes with one correction; motion passed.

2. Staff Reports

- a. Program Director – Lyndsey reported she attended the CADCA National Forum with Denise and Zoe; good policy work and additional information regarding vaping. They FY 2019-2020 budget revision was submitted. Received a call that continuation applications are all suspended until further instruction; changing the way they're submitted; there's no timeline. Attended a billing and Minerva training with the Healthcare Authority. We have a fully executed contract for MHPP.
- b. Coordinator – Denise reported at CADCA she attended sessions on drug prevention strategies for generations x, y, and z; infographics; building partnerships; sustaining DFC; and education citation program. The DFC Me progress report is due February 26th and she will be attending a webinar on Thursday. An updated sustainability plan is due with the DFC Me progress report.
- c. Administrative Assistant – Chelsea reported she updated the expense tracker today.

3. Grant Management

- a. The continuation application is postponed until further instruction.
- b. A copy of the budget tracking was provided for review. Chelsea said the new expense total is about \$21,524.58 after she updated today.
- c. A copy of the match tracking was provided for review.
- d. A funding request was received from ESD 113 for \$800 (per school) for snacks for family resource coordinator/substance use disorder, art supplies; \$500 per school is already included in the carryover budget for the current budget year.

4. Capacity Building – Deferred (requested by Bethany who is not present)

5. Logo and Branding – Permission for Denise to move forward getting a quote.

6. Board Retreat – Consensus is to have board retreat on a weekday. Denise will check with facilitator on length of training. Focus is strategic planning.



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- 7. Other Business** – Level 1 Threat Assessment training is Thursday. Denise will get coffee and refreshments.

***Next Meeting:** Monday, March 9, 2020 – 2:00 pm*