



Pacific County TAC

Keeping Youth Healthy, Safe and Valued

Board Meeting Minutes
Monday, April 11th 2022 – 2:00 pm
Zoom Meeting

Board Members Present: Liliana Ayala-Silva, Vice-Chair
Kat Staats, Secretary
Dawn Wright, Treasurer
Christy Zelepuza, Member at Large
Jessica Verboomen, Member at Large
Jennifer Mitchel, Member at Large

Absent: Nichole Page
Kathryn Staats, Secretary

Others Present: Lyndsey Owen, Project Director
Paul Karnatz, Coordinator

Review/Approve Meeting Minutes – March 14th 2022

Motion: Dawn Wright

2nd: Christy Zelepuza

Approved

Staff Reports

- Project Director – Lyndsey Owen
 - Paul & Lyndsey reported on Financial Planning Meeting, Drafted Budget and Action Plan.
 - Funds from training were moved to other categories due to changes during Covid
 - There will be unobligated balance next year, with changes to match doc funds.
 - Members reviewed Budget and Action Plan
 - Dawn made a motion to approve Budget, with Lily 2nd. Approved 100% by members
 - Members reviewed proposed Action Plan
 - Lyndsey shared that all previous targets were met, and the Action Plan updated to reflect the most recent Healthy Use Survey. Discussion of targets and plan.
 - Lily made a motion to approve the proposed Action Plan, and Dawn 2nd. Approved 100% by members
 - Lyndsey shared that our application 1st round was approved by CDC, and final approval will come to Lyndsey and Paul.
- Project Coordinator – Paul Karnatz
 - Social Media changes have been a success! Paul shared statistics: Reach for FB up 175% & 1000% for Instagram. Most liked FB post was the After Prom Poster, indicating people are excited about this event. Followers and Audience are up for both FB and Instagram. Members are encouraged to share social media messages.



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- Paul shared that he Boosted Instagram with positive results
- Financial Planning Meeting discussion.
- Prevention Consulting with Raymond PD and South Bend PD has been signed, PCSO is still going over their agreement
- TAC flag has been purchased and available for use on request by members.
- New rack cards have been purchased.
- We have 4 new members who will be introduced at the Gen meeting, and recruitment packets have been updated and are available for members to shar.
- A bank account has been set up on Pay Pal for donations, with a link on the TAC page, as well as a scannable QR code.
- -Match Tracking and Expense Spreadsheet shared and discussion.
- Lifeline spreadsheet will be updated with newest information and updated to TAC format.
- We are spending within our limits, with a credit from Coordinators position being vacant for a short period. Paul will update Feb, March and April once format has been resolved.
- -Match Tracking
- Harvest Festival was a huge success, both for Match Tracking and attendance, and there will be planning for next year event. 74,000.00+ in match funds
- Holiday Party information will be added soon
- Discussion of carry over for Match Surplus

Grant Management

- Expense Tracking
 - Lyndsey shared document that showed proposed budget changes for this fiscal year.
- Match Tracking
 - Harvest Festival added over 65k in matching funds
 - Will add holiday party, drug take back and After Prom Party for next meeting
- Funding Requests - no funding request

Youth Liaisons

- Raymond introduced Samantha. Willapa Valley and South Bend will pull from Drug Busters an Peer Helpers respectively for their liaison.

Other Business

- Drug Take Back Event, April 30 from 10 – 2
- Discussion: R2R has this in their Action Plan as a deliverable, but have not been available for planning. TAC will host the event as planned, with the understanding that there will need to be



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law enforcement on site at all times to monitor the event and take the dropped medications. In the future, it may be an event we support in a different way, as opposed to hosting.

- Paul will reach out to Allisa Olsen and/or Mckenzie Trotter for clarification from R2R

Next Meeting: Monday, May 9, 2022 @ 3:30PM