

Montana Prevention Certification Board

Board of Directors Meeting Minutes

January 26, 2023

12pm on Zoom

I. The meeting was called to order at 12:06 pm..

In attendance: Karen Sylvester, Faith Price, Allison Agostino, Kim Martinell, Nicole Hackley Absent: Amy Fonte, Kerry Pride, Peg Shea, Dan McGoldrick, Emily Weiler

II. Review of Minutes from 12-15-22. No changes or edits. Minutes were approved.

III. Approval of New Board Member: Allison Agostino was asked and agreed to be a permanent board member. Via email, all board members agreed and Dan extended the invitation. The group placed a final vote that was approved, and Allison is a new permanent board member.

IV. Old business

a) Annual Meeting: Emily sent an update that the survey results showed people interested in attending an in-person annual meeting in May. She is moving forward with plans and will bring it to the board via email for the final decision.

b) Confluence Public Health Conference. April 3-5, 2023 in Billings. Karen is willing to help head up the booth and can put together some staffing for it. Kim said she'd be available to help at the booth. Allison can help put things together beforehand. She will talk to Lucy to see if travel is allowed from her prevention budget. Nicole will confirm with Emily that we have materials for the booth. The board approved the designs Emily sent out. We will have a tablecloth, pop up banner, table display cards, and Nicole confirmed we have a one-page info sheet. Nicole will also confirm how materials will get to Billings.

c) SAPST Program Costs. There is no update.

d) Certemy issues with supervisor approvals, "versions" of applicants. Nicole gave a brief explanation of some of the issues that she and Emily have been having with Certemy. They are working with their contact there, who has not been helpful thus far in their responses. If it is not resolved, they will move up the chain of command to the supervisor.

e) MPCB Google Calendar. Nicole shared her screen to show the calendar to the group. No one still has access to add events on the calendar, so she will visit with Dan again.

f) Exam Discussion from 12/15 meeting, There is a tele-testing option, and Tina or Lori at IC&RC for more information. Allison mentioned to try and schedule a testing time around when PSs are traveling to a conference during the summer. Nicole will ask the state about thinking about giving time to do this.

V. New Business

a) Applications: number approved, number of Legacy, number of Standard. 4 people have fully gone through the certification process and been given the certificate. There are 26 total professionals in the system. Emily shared beforehand that it is extremely difficult to look up who is legacy and who is not, so she will be asking Certemy to update the Report portal so this information can be pulled quickly.

b) Committee Updates

Sustainability/Marketing: Faith gave an update. They will be meeting today, 1/26 at 3pm.
Education/Eligibility: Have not had a meeting, but have discussed with Emily when she had questions. Kim suggested if there is an issue that the group does meet and take a formal vote to keep record.

Grievance/Ethics: Peg was not at the meeting to give an update.

Testing: Nicole will look back through minutes to see who is on this committee. From here forward, names will be listed with the committees so everyone can remember which committees they are on.

VI. Parking Lot: Nothing

VII. Open Discussion: Nothing

VIII. Next Meeting Date: The group discussed recurring meetings and several thought it had been decided that the last Thursday of each month at 12 pm had already been decided upon. They agreed that this time would be consistent every month. Nicole shared once she had access to the Google Calendar she would set it up as a recurring meeting with notification reminders going out the day before. She could also attach the meeting agenda and minutes to previous meetings once they were approved. All in attendance agreed this would be a great idea.

IX. Adjournment. The meeting was adjourned at 12:40 pm.