

Montana Prevention Certification Board

Board of Directors Meeting Agenda

August 1, 2024

12pm on Zoom

In attendance: Nicole Hackley, Peg Shea, Karen Sylvester, Kerry Pride, Cassie Devries, Kim Martinell, Emily Russell, Emily Weiler. Absent: None.

- I. Call to order** at 12:06 pm
- II. Review of Minutes** from 6-27-24. Kim moved to approve the minutes as read. Kerri seconded. All voted in favor, minutes approved as read.
- III. Treasurer's Report** (see page 2 of agenda). There were no deposits this month. There were multiple expenses this month, which can be reviewed on the Treasurer's Report at the end of the meeting minutes. Total expenses were \$2,711.06. Ending balance is \$26,769.68. Emily mentioned we still have not paid ICRC fees. She has requested the amount we owe to them for PSs and testing fees, but they have not returned the information yet. Cassie moved to approve the Treasurer's Report. Kim seconded. All voted in favor, motion carried.
- IV. Old Business**
 - a)** Applications: number approved, number of Standard (Emily). One new applicant in Certemy. Another person passed their exam! No new completions.
 - b)** Marketing: Facebook analytics. Incentives. Lacey has been on vacation, but Emily emailed asking for analytics. Should have all of that before the next meeting.
 - c)** Letters to former board members. Karen has it tentatively done, and the goal is to get it out this weekend. She will run them by Emily and then send them out.
 - d)** New board member recruitment. Karen reached out to Darla, and she is interested. Karen is supposed to hear back from her once her next presentations are done. There was some confusion about who was supposed to reach out to Mischa, so that did not happen. Nicole will send her the link to the next meeting. Kerri asked if Nicole Aune was interested and Nicole said she hadn't heard from her. Nicole also mentioned there was a boothing opportunity at the MTUPP summit September 18-19 in Helena for us to host a booth. There is also the MT Board of Crime Control event in September at Fairmont. Nicole will forward the MTUPP information to Emily. Karen said she may be going to MBCC and will let Emily know next week. Emily said she can travel to either or both, or deliver the booth materials to anyone.

e) Online SAPST course: Nicole took the online SAPST course through Rocky Mountain PH Training Center. It is good, and has four, 2-hour live sessions. It is the exact content from the SAPST that Youth Connections teaches. A participant handbook comes with the course, which is the original one offered by the PTTC. It is free for anyone in the Rocky Mountain PH Training Center, 6-state region. Nicole says YC staff got staff trained to deliver the SAPST online. This is mostly face-to-face, with some independent work. The group highlighted that in-person is the best option for SAPST, but this opens the door to others. The group voted and approved the online SAPST course to count towards certification. Emily said if anyone finds any mistakes if they take it, or if they hear anything to contact her and she can correct it.

f) ICRC nominations: Nicole did not get to the nomination application, which is due Aug 15th. She would like to nominate Beth Morrison from Cascade County. The group agreed it would be good to have Montana nominate someone so it shows we're involved in ICRC activities. Cassie agreed she would be a good candidate. Nicole will reach out to Cassie and Beth's TA, Jenny, to see if they can get an application put together in time. Emily discussed travel funds to get the person to the ICRC Conference where the person would be awarded. Emily said there should be funds available from the MHCF grant.

Peg asked that we put paying for Certemy on the back burner.

V. New Business

a) Bothing opportunity. This was already reviewed.

b) Ethics in Prevention Training. Youth Connections is offering a training Sept 24-25 virtually. There are spots open. She has sent to her various networks, and to Emily to send to people in Certemy who might need it. It's free for Block or CTC communities, \$85 for all others to cover materials. YC will be offering this training 2-3 times per year. Nicole mentioned that the Ethics curriculum is being worked on to update it.

c) Committee Updates-

i. *Sustainability/Marketing (Kim)*: They have met, and each committee member is supposed to come up with an avenue to pursue funding. They are working on an elevator pitch. Group needs to find out how much money exactly they need to sustain each year. They would like to get a \$10,000 commitment from the State. The board agreed this was a good choice. Overall, they discussed all expenses and to keep Emily, they would need \$20,000 each year. Approximately \$6,600 in required expenses. This next year we would need \$10,000 but after that would be the greater amount. Kerri said she thought MTPHI might support it, and said her division administrator may support it since it falls in line with some of their staff. Emily Russell with the PFS grant said she would look into it on the BHDD side. Karen said she would reach out to Jami to discuss funding. All of these asks will take place before the next meeting. Karen and Emily will create talking points for everyone and distribute to the group next week. Cassie brought up reaching out to Logan Health because they are expanding in Montana, Northwest Energy, and 3-Rivers Communications. Peg also mentioned the MT Tavern Association. Kim asked for

clarification on when the funding ended. This year's funding from MHCF is done in a couple of months, but there is still some funds we could ask for an extension on.

Education/Eligibility/Exam (Karen): Nicole and Karen met to go over some courses submitted by an applicant. She is currently working on all other needed courses.

Grievance/Ethics (Peg): Nothing.

VI. Parking Lot

a) None

VII. Open Discussion

a) None

VIII. Next Meeting Date: August 22, 2024

IX. Adjournment at 12:56 pm

Montana Prevention Certification Board Financials

June 2024

Previous Ending Balance \$29,480.74

Deposits \$0

Withdrawals \$

● Exxon	\$24.96
● Staples	\$57.36
● Hotel Stay Helena	\$314.12
● Lacey Hawkins	\$250.00
● Emily Weiler Invoice	\$1,000.00
● Emily Weiler	\$1,064.62

Ending Balance \$26,769.68