Board of Directors State of New Hampshire Prevention Certification

April 24, 2017

Meeting Minutes

Attending: Tim Lena, Mary Forsythe-Taber, Courtney Gray, Priscilla Davis (administrator), Elena Van Zandt, Charlotte Scott (phone), Donna Arias, Valerie Morgan (BDAS)

The meeting was called to order at 8:37am with a moment of silence.

- 1. Welcome & introductions
- Consent agenda. Feb Minutes approved. Tim motioned to approve admin minutes, Charlotte seconded. Consent agenda report & treasurer's report, Courtney made a motion to approve consent agenda, Elena seconded, all approved.
- Peer Review Tim. Very busy with CEU approvals and recerts, as reflected in the admin report. Discussion about adding additional peer reviewer.
 Priscilla to send a survey out to all certified to gauge additional reviewers.
- 4. Workforce Development Committee –**Priscilla** (note- Marissa is at IC&RC meeting). Getting mentees and mentors has been challenging. Once mentees were on board, getting mentors became an additional challenge. Three pairs are confirmed. The kickoff meeting is scheduled for May 1st. Reviewed individual pairs and draft agenda and slides for meeting were provided to board for review. Some concern was expressed from board about a mentor/mentee match where mentor is not currently CPS, but is matched with a newly certified individual. Donna will follow-up with Marissa around this decision.
- 5. Testing & IC&RC update No registered computer based tests coming up yet. **Marissa** is currently at the spring IC&RC meeting and will provide updates on the IC&RC spring meeting at the board's next monthly meeting in June.
- 6. Old business
 - a. CPS certification program at SNHU. **Mary** had a conversations with SNHU and Manchester Community College about classes for CPS- and they are also interested. **Courtney** asked whether would it make sense to develop a curriculum that we could develop for universities to use for CPS. Courtney to consider options, and will report out at June meeting.

- b. December 19th minutes- **Elena** motioned to approved, **Mary** seconded. Minutes were approved.
- 7. New business -
- 8. NH Prevention Specialist of the Year
 - a. Priscilla sent out a survey to all current CPS's to request nominations for CPS of the year. There were five individuals nominated by seven different people. One of the nominees did not have a current certification and therefore could not be considered for nomination. Board members reviewed nominees and voted to approve Kelley Gaspa as CPS of the Year 2017.
 - b. Annual Meeting: Put invitation out to all CPS's about annual meeting, and post it on website. Also- since we will be honoring Kelly (CPS of the year), send invite to her and individual who nominated. Meeting is same time 8.30-10:30 (will be extra ½ hour). Donna to send out google spreadsheet for potluck.
 - c. In March, Priscilla submitted Tim Lena as the board's nomination to the IC&RC's National Prevention Specialist of the Year. Tim was annual awardee in NH in 2016. The IC&RC national awardee is to be determined.
- 9. Citizen's Comments **Valerie** serves on National Prevention Network Workforce committee. They are looking at Prevention Workforce nationally, and trend is that it is decreasing. The advisory committee is looking at what incentives states current offer for prevention and conducted a survey of other states as to what they require, what incentives. Valerie discussed NH requirements that include 1) CPS required for any contracted prevention services within 1 year and 2) That contract budgets pay for certifications and trainings and 3) That they can attend during scheduled workday. Consider incentivize through stipend, bonus, etc. once they obtain their CPS in their job- for consideration. Tim mentioned as an enticement, that trainings are offered, could we provide a number of trainings for free (scholarship incentives for those working on CPS, if it's not already funded within organization). Question as to whether CPS's can get membership rate for training rate through NHADACA- CPS can become members. To discuss further with Carrie.
- 10. **Next meeting: June 26, 2017**, CHI, 501 South St., 2nd Floor, Bow, NH at 8:30am- 10:30am (note the additional ½ hour added to end time).
- 11. **Tim** motioned to adjourn, **Mary** seconded, all approved. Adjourned at 10:10 am.