

Board of Directors
State of New Hampshire Prevention Certification

June 26, 2017

Meeting Minutes

Attending: Donna Arias, Tim Lena, Marissa Carlson, Mary Forsythe-Taber, Carrie McFadden, Amber Violette (potential new member), Priscilla Davis (administrator), community guests for CPS of the Year award

The meeting was called to order at 8:35am with a moment of silence.

1. Welcome & introductions
2. Consent agenda. **Mary** motioned to approve consent agenda, **Tim** seconded, all approved with one abstention (**Marissa** was not at April meeting).
3. Peer Review – **Tim**. Very busy with CEU approvals and recerts, as reflected in the admin report. Discussion of a new chair for Peer Review given **Tim**'s departure after this meeting. **Donna** will reach out to **Courtney** about her previous interest in the Treasurer role and if **Elena** would be interested in then moving to the PRC chair position. **Mary** noted that if the field grows, there will need to be more people serving on the PRC. **Tim** noted that not enough people/entities are keeping the idea of applying for CEUs prior to the event in mind. Also, **Carrie** will work to update designation of old trainings approved under the disciplines system to reflect domains. She will propose categories and PRC will approve/adjust. **Priscilla** will also put a note on the website encouraging non-NHTIAD trainers who have previous curricula to reapply. **Marissa** motioned to approve the process of disciplines transitioning to domains in already-approved trainings, **Tim** seconded, all approved. **Tim** will also reach out to Devin from Drug-Free NH to apply for CEUs for the Frameworks events. **Priscilla** will reach out for new PRC members (and board members in general).
4. Workforce Development Committee – **Priscilla & Marissa**. Updated the group on May kickoff, this week's upcoming meeting with pairs at the NHTIAD training, and next steps for a fall cohort, focusing on SAPs. Issues to focus on are the crossovers between the CPS and the other certifications SAPs need (e.g. School Social Worker), and nontraditional meeting times (dinner meetings, webinars, etc.). **Tim** will be meeting with a number of DOE & BDAS staff to look at the overlap between CPS & School Social Worker on July 17.
5. Testing & IC&RC update – Our first computer-based test-taker is pre-registered. **Priscilla** has gone through the IC&RC webinar as well, so both she

& **Marissa** are familiar with the process, as well as the ADA compliance process.

Marissa reported in on the April IC&RC meeting, including dues changes, upcoming new Code of Ethics, and upcoming MOU formalization.

6. Old business –
 - a. CPS Course through NHTI or others – tabled until next meeting pending **Courtney's** updates.
7. New business – Thanking **Tim** for his service to the CPS board after 10 years! **Tim** is moving on due to new requirements on his time through SoRoc & the Governor's Commission.
8. CPS of the Year – Honoring Kelley Gaspa.
9. Went into executive session at 9:45, exited at 9:48.
10. New Board Member – Amber Violette was voted onto the board.
11. Citizen's Comments – None.
12. **Next meeting: August 28, 2017**, CHI, 501 South St., 2nd Floor, Bow, NH at 8:30am.
13. **Carrie** motioned to adjourn, **Marissa** seconded, all approved. Adjourned at 9:50am.