

BOARD OF DIRECTORS

PREVENTION CERTIFICATION BOARD OF NEW HAMPSHIRE

NH Teen Institute office or via Zoom

Zoom Info: <https://jsi.zoom.us/j/91078936230?pwd=ZnRPcWpzU2djDlVaTXdycFloM3ZuQT09>

Meeting Agenda – April 7, 2022,

10:00 -11:30

Attendance: Marissa Carlson, Anni Stanley-Smith, Carrie McFadden, Julie Yerkes, Donna Arias, Sarah Shanahan, Kimbly Wade, Priscilla Davis

Item

1. Call to Order – Moment of Silence – Priscilla called the meeting to order and began with a moment of silence to recognize people with substance use disorders.
2. Consent Agenda – Priscilla shared the consent agenda and reviewed the minutes. Carrie made a motion to approve the minutes and Anni seconded the motion. The board approved the consent agenda.
3. Committee Updates – Julie didn't have any updates on the peer review committee. Priscilla shared the number of new applications and lapses. Marissa shared that there were mixed results when asking about who does background checks. The Board reviewed suggestions for use of background checks for different committees and applications. Marissa is going to reach out to other boards to see their background check standards.
4. Admin Update – Priscilla shared that the board would need to e-file for taxes this year. North Country Health Consortium did send back their pre-approval paperwork for CEU's. Priscilla will share the CPS of the Year survey in the next few weeks.
5. IC&RC Update- Marissa shared that she is going to Florida for IC&RC item writing. There are some rumors of a meeting in June in Las Vegas. The PTTC Nashville [website](#) has a handy state by state requirements.
6. Old Business
 - a. Advanced Credential – Marissa and Priscilla will meet to go over the next steps.

- b. CEU Preapproval Application/Standards – Priscilla asked Carrie for the Annual Reporting form. Priscilla recommended a clarification around domains and ethics requirements in the packet for the preapproval application.
 - c. Marketing to specific sectors, conferences to present/table at NHADACA and other events. Julie shared Melissa Lee might be interested in starting a marketing workgroup. Julie and Marissa shared that they met with Traci Fowler to speak to the changing the structure of the prevention field and the potential for the board to support the field. Kimbly recommended quarterly meetings to allow people to fill out their applications with board members or mentors to support them. Carrie recommended that those meetings happen following a board meeting.
7. Citizen's Comment's
 8. Next Meeting: June 2, 10:00-11:30, Hybrid format, in-person location TBD

Reminder upcoming board meeting dates in 2022 are as follows

- **June 2nd***
- **August 4th**
- **October 6th****
- **December 1st**

Notes:

****The June board meeting is our annual meeting and includes presentation of CPS of the year award***

*****The October board meeting is followed by the board's annual retreat meeting which runs from 11:30 – 2:30 pm and includes a working lunch)***