

BOARD OF DIRECTORS
PREVENTION CERTIFICATION BOARD OF NEW HAMPSHIRE
CHI or Zoom
Meeting Minutes - August 1, 2024
10:00 am-12:00pm

Attendees: Ryan Barry, Hannah Owen, Marissa Carlson, Julie Yerkes, Sarah Shanahan, Kimbly Wade, Carrie McFadden, Kristie Curtis

1. Call to order/ Moment of Silence (Marissa) 10:05
2. Consent Agenda (Marissa)
 - a. Minutes
 - b. Consultant's Report
 - c. Treasurer's Report

Corrections: Update Attendees, Insert Nomination comments

Motion to Approve: Sarah, Seconded: Julie, Abstain: Marissa, All approve

3. Admin update (Hannah)

- 59 certifications, 3 new certifications, 4 new certifications in process
- Rick Frost 3rd ACPS
- Pre-Approved CEU Application from Growth Partners
- 90 Day waiting Period for re-test
- June Office Hours-2 Attendees
- Next office Hours 8.2.24

4. Peer Review (Julie)

- Melissa Lee to be onboarded
- Convene Peer Review Group
- Growth Partners Application: Please provide detail on prior training experience and complete one full application for a previous or upcoming training. Not enough info currently to approve.

5. Communications Committee (Hannah + Ryan)

a. Quarterly Newsletter

- Sept. CPS of the Quarter
- Prior: Amy Daniels, Rick Frost, Lynn Anderson, Lauren Chambers
- This quarter: Julie Yerkes
- Save the Date
- SAPST@ Training Institute (NHADACA)- Oct 7th-10th
- Ethics- January 31st

b. "Where are they now?"

- Survey to go out 8.5.24

c. Website update

- Will highlight resources for notaries on website.
- Met w/ Heather + Victor
- Hannah has worked on wire frames, reviewed by Carrie + Melissa, completed by Victor
- Will email photos/mock website for review by October
- Domain renewal due: Aug. 15th
- Huge thanks to Hannah + Ryan!

6. Events Committee (Sarah)

- Great Event! Thank you Hannah, Ryan, Julie
- Upcoming Opportunities
 - o THE Behavioral Health Summit- Dec 9th & 10th

- o Suicide Prevention Conference – November
- o NHADACA Annual Mtg

Discussion Item: Landscape of Prevention in NH, Prevention 101 Resource being created@ DHHS-BDAS

7. IC&RC Update (Marissa)

- Spring 2024
 - o Revisit caucus system
 - o Lobbying to have prevention
 - o included in more Federal Funding opportunities
 - o Working to include Prevention on Bureau of Labor Statistics SOC (Standard Occupational Classification) this would improve tracking of Prevention
 - o CPS of the year nomination due 8.15.24 (Lisa Vasquez, alt. Melissa Lee)

8. Old Business

- a. CEU Pre-approval
 - o NHADACA's materials received
- b. Slides from April Prevention Community of Practice
- c. Google Drive
 - o PCBNH Board Shared Folder
 - add presentations
 - one-pagers

9. New Business

- a. Great Lakes PTTC Learning Collaborative-Is this something NEPTTC would want to adopt?
 - o monthly virtual meetings, 1.5 hr. trainings, personal training plan, geared towards new certs or advanced certs, formalized PCOP w/homework, 18 hours of CEU's, similar to project Echo
 - o Advocate for PTTC (Awaiting contract)
 - o Revisit in October- Could this be part of workforce development? Who is doing workforce development surveys re: prevention?

b. Updated Board List, Resumes collected, Hannah will send conflict of interest forms, election schedule: 2 3-year terms

c. Topics for Discussion

- o Rubric for narrative- Narrative should demonstrate:
 - i. understanding. of domain
 - ii. real-life application of principles
 - iii. experience
 - iv. Communication skills
 - v. Looking for demonstration of knowledge-Test and Skills -Narrative & References
 - vi. Include this language: "The narrative combined with references is how you demonstrate experience + skills in each of the domains"
 - vii. Peer Review will meet to come up with language
- o Proposed Electronic Notary Option
 - i. Located list of authorized NH electronic notaries will revisit
- o Non-bachelor's degree requirements – Tabled
- o Fillable forms- Tabled
- o Should there be any kind of ATOD requirement for recert? – Yes

Oct 3rd Annual Retreat

Office Hours:

August-Sarah

Sept - Marissa

Oct - Marissa/Julie

10. Citizens Comments (N/A)

11. Marissa moved, Sarah 2nd, Meeting Adjourned 12:00pm