

FRIENDS OF NAVAJO COUNTY ANTI-DRUG COALITION, INC.

PO BOX 1596; PINETOP, ARIZONA 85935

ncdpncdp@gmail.com

EIN: 26-0468100

Board Meeting Minutes

Jan 7, 2020 – White Mountain Youth Center/Lakeside 4:00pm

Dave Butterfield-**President**/School Teacher

Beth Schimmel- **Secretary** /JLA Director

Dr. Tom Barela- **Treasurer** / Pediatrician

Present Voting Members: Beth Schimmel Dr. Tom Barela

Present non-voting members: Vicky Solomon Brenda Willis Sylvia Turley

Meeting Called to order: 4:17 pm

Dr. Tom Barela/Secretary – Welcome and THANK All for coming and our NEW HIRE Sylvia Turley as Prevention Specialist covering Snowflake-Taylor area.

Dr. Barela – Conflict Interest forms need to be signed by each Board Member. Thank you Dr. Barela for yours.

Dr. Barela update the Board (Jan-Nov 2019) on **Process Measures:**

of Meetings – 86

of hours for Outreach/Collaboration meetings – 199

of people in attendance at those meetings – 1770

of Activities – 174

Reach for Youth – 5320

Reach for Adults - 1857

Adult Volunteers – 70 with 70 hours

Youth Volunteers – 76 with 98 hours

Naloxone Distribution – 223 (Our goal is 25-50 a month)

Drug Testing Kits Distribution – 334

Brochure/Info – 1968

MEDIA:

Birdman Media – 17 (95,546 outreach each time)

Vicky Solomon: Thanks to Dr. Barela for participating

Facebook – 334 (# of reach 10,676)

WMI Newspaper – 26 (69,287 outreach each time)

Radio – 5896 (164,800 outreach each time)

Dr. Barela-My TV Show will feature Nexus Brenda/Sylvia on March 3, 2020

Foundation of Friends of the Coalition is **Board Development and Board Commitment.** Recruitment, Engagement, and Development are key with the Board. Time, Talents, Treasures all the skills-knowledge needed, as “all three save lives.”

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Vicky: Update on \$ GRANTS \$-

- Blue Cross Blue Shield grant ended Dec 5th
there may be additional funding opportunities through BCBS We will find out in Jan/Feb 2020
- DFC grant started Oct 31st (5-year grant)
- (SOR) State Opioid Response Grant Dec 2nd for the start date of Sept 31, 2019 (ONE-year grant).

- We have partnered with Allison Hephner and Summit for the HERSA grant. There may be some funding coming (\$40,000 for 3 years through a Federal grant – Opioid).

- We may get Steward SOR grant (\$30,000 1 year) Steward is Navajo County REBHA - Regional Behavioral Health Authority – small drug prevention money

Dr. Barela – I Will continue to look for funding for JLA – local grants i.e.; Chase, Wells Fargo etc.

Dr. Barela – Executive Director (Vicky Solomon) needs an “annual review”. Please see attached. Board to Approve review.

Dr. Barela made motion to accept Vicky’s Review

Beth Schimmel 2nd it

All present approved

Approval through email proxy All Approved

Motion Carried

Vicky – Tammy Moore would like to be a voting Board Member. She has volunteered often and supported Nexus Coalition. She is currently working for Lawyers Title (since July 2012) and has connections with Realtors in our area. Would be a great partnership. Need Board Approval

Dr. Barela made motion to accept Tammy Moore as A Nexus Board Member

Beth Schimmel 2nd it

All present approved

Approval through email proxy All Approved

Motion Carried

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Dr. Barela – Ask Board to review new job description/resume for Sylvia Turley, new Prevention Specialist

Dr. Barela made motion to accept resume and Hiring of Sylvia Turley, new Prevention Specialist

Beth Schimmel 2nd it

All present approved

Approval through email proxy All Approved

Motion Carried

Dr. Barela - Budget Review - Board approve budget

Dr. Barela made motion for Board to approve budget presented.

Beth Schimmel 2nd it

All present approved

Approval through email proxy All Approved

Motion Carried

(Beth, Dr. Barela – Do you want to switch positions?)

Dr. Barela - Yes I would agree to switch positions with Beth Schimmel, Treasurer

Beth Schimmel – Yes I would agree to switch Board positions with Dr. Barela, Secretary

Dr. Barela made motion to switch Board Positions with Beth Schimmel who will now become the Board Secretary and I will be the Treasurer starting today January 7, 2020

Beth Schimmel 2nd it

All present approved

Approval through email proxy All Approved

Motion Carried

Dr. Barela – Policy & Procedure Manuel – update the vacation so most all employees get “benefits”. Talk to another coalition for WORDING on the PTO and how they do it, hourly/each pay period etc. All approved pending that inquiry.

Board to discuss Nexus’ Policy & Procedure Manuel. Changes are in different color. Most of the changes are grant requirements that need to be in place and on paper. We need to utilize our “Financial Committee” consisting of: Tanya Adams Quick Book/Financial expert, Lori Deutsch grant writer/non-profit expert, Debbie Robertson Nexus Administrator and Board Treasurer.

Dr. Barela - End of the year AZ Tax Credit needs to be pushed out, rallied around, known to public, mailers, social media, face to face, etc.. HELP!!!! (\$400 per person \$800 per couple)

Vicky – tax credit - sending out by email, making copies. If you donate \$800 but only owe \$500, then \$300 will roll to be used within next 5-year period.

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FUTURE MEETING DATES quarterly: 2nd TUES 4pm - JAN APR JUL OCT

Dr. Barela will not be here in April

Get office key for Tom to use for his other board mtg

Dr. Barela made motion to adjourn and to Send minutes to non-present board members and ask for approval of minutes and actions taken by the board by responding in proxy by email.

Beth Schimmel 2nd it

All present approved

For the good of the order:

Adjourn/Time: 5:03 pm

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