



**Arizona Parents Commission on Drug Education and Prevention
Meeting Minutes**

**July 17, 2018
10:00 AM**

**The High Country Conference Center
201 West Butler Avenue
Flagstaff, Arizona, 86001
Aggasiz Conference Room**

A general meeting of the Arizona Parent's Commission on Drug Education and Prevention convened on July 17, 2018. Notice having been duly given. Present and absent were the following members of the Parent's Commission.

Members Present

Beatriz Hurtado

Kristine FireThunder

David Reede

Bryan Cox

Denise Beagley

Eric Meaux (via Phone)

Raynee Schneider

Members Absent

Bryan Harris

Laura Ciscomani

Staff and Guest Present

Director Maria Fuentes

Malcolm Hightower

Sonya Pierce-Johnson

Joanna Jaurequi

Ophelia Goatson

Travis Price (via Phone)

A. Call to Order

Commissioner Bryan Cox, Chair, called the meeting to order at 10:10 AM.

B. Welcome/Introductions

Commissioner Cox, welcomed everyone and asked all members to introduce themselves.

C. Approval of Minutes

Commissioner Cox, Chair, requested a review of the **May 30, 2018** meeting minutes. **Commissioner Denise Beagley** made a motion to approve the minutes. The motion was seconded by **Commissioner Davide Reede** and approved by all. (18.07.01)

D. Facilitated Conversation of the Parents Commission Bylaws

Ms. Sonya Pierce-Johnson provided an overview of the Parents Commission Bylaws. She stated that the bylaws were to be reviewed and updated every two years. **Ms. Pierce-Johnson** provided a brief description of the purpose of the commission, the general powers and responsibilities that include the approval of annual operating budget and approval of purchase over \$10,000. She also provided a brief summary of membership requirements, transfer and resignation requirements. The bylaws also require at least four annual meetings, and that any special meetings require 24 hour notice. Finally, she discussed open-meeting law requirements and responsibilities for Procurement, Program management and oversight as well as annual site visits and review of subgrantees.

Mr. Malcolm Hightower noted that section 3 stated that positions were non-transferable and asked whether proxies were allowed. **Ms. Pierce-Johnson** stated that proxies were not allowed under Section 5. **Commissioner Kristine FireThunder** asked whether members could utilize a proxy as long as their vote was not required. **Ms. Pierce-Johnson** stated that in order to have quorum, voting members must be present. **Director Maria Fuentes** stated that if a member would like to have a proxy in order to report back information, it was something to be decided by commissioners. **Ms. Pierce-Johnson** stated that it is not in statute, but if it is something the commission would like to consider then it should be included in the recommendations. **Commissioner FireThunder** asked if voting by phone was permissible? **Ms. Pierce-Johnson** stated that it was not specified but could be included as a recommendation. **Commissioner FireThunder** stated that it would be important to clarify. **Commissioner Beagley** recommended that it be permitted only in extreme cases.

Commissioner Cox asked whether a subcommittee should be created to review the bylaws and provide recommendations to the commission for updates.

Commissioner FireThunder made a motion to create a bylaw review subcommittee. The motion was seconded by **Commissioner Beatriz Hurtado** and approved by all. (18.07.02)

E. 3rd Year Funding Updates

Ms. Pierce-Johnson provided the commission with an update on the third year funding. She shared that the renewals had been reviewed and approved with the assistance of the Parents Commission, Grant Auditor Kayleigh Larkins. She also shared that the Parents Commission evaluator, Wellington and Consulting is working on completing the annual two year report. **Commissioner Cox** asked what's the timeline for the completion of the annual report? **Ms. Pierce-Johnson** stated that the final report should be completed by September and should be ready for the commission's review by the November meeting.

F. Chicanos Por La Causa- Parenting Arizona

Ms. Ophelia Goatson presented to the commission on the Chicanos Por La Causa Parenting Arizona Program. The program provides parent advocacy, social services, food and clothing banks as well as an active parenting program within three schools in Flagstaff. The program also provides crisis intervention and support groups for families to address issues like bullying and substance abuse, as well as providing opportunities for peer bonding and support. The program also provides prevention programming that is coordinated between school guidance counselors and families. Part of the program is the Parent Talk Kit, which provides examples of back-and-forth conversations parents can have with their children.

Commissioner FireThunder stated that many families are in need during back-to-school season, and asked if Chicanos Por la Causa was on a list of resources. **Ms. Goatson** stated that they were, and that their resource centers were open for families at that time. **Commissioner Hurtado** asked whether the resources and support groups assisted families that were already in crisis. **Ms. Goatson** stated that coordinators are available to listen, support and find resources for families in crisis including referrals and transportation if needed. **Commissioner Reede** asked if the program was in its first or second year of funding. **Ms. Goatson** stated they were in their third year of funding and that they are working to build partnerships by attending outreach events where they are able to provide brochures. **Commissioner Cox** asked if the program served homeless families. **Ms. Goatson** stated that the program does have contacts within shelters and that they are part of the family referral services.

G. Commissioner Responsibility for the 2019 RFGA

Mr. Malcolm Hightower gave an overview of the responsibilities for commissioners and presented a timeline for the 2019 RFGA. He stated that the key dates are February 2019 when the RFGA is scheduled to be released. In September 2018, RFGA priorities will be discussed and in November 2018, a draft RFGA will be written with the finalized priorities and established review teams selected, which will consist of people from the commission, GOYFF and the community. In May, all applications will be reviewed and subgrantees will be selected. The new grantees will be notified in June and orientation will be held in July. He further stated that the RFGA programming will be determined by the commission.

Commissioner Beagley asked whether priorities will be discussed in regular meetings or if a subcommittee would be established? **Mr. Hightower** stated that planning would occur during regular meetings. **Director Fuentes** stated that the new RFGA may look different for those familiar with it, as GOYFF will include the priorities of the Governor and the GOYFF. In addition, the GOYFF has implemented AMS in order to produce standard work for all processes.

H. Future Meeting Agenda

Commissioner Cox asked for recommendations on future agenda items. **Commissioner FireThunder** asked that a review of the bylaw recommendations be included on the September 12, 2018 meeting. It was also discussed that **Director Fuentes**, share the Governor and GOYFF priorities with the commission during a future meeting.

I. Announcements

Commissioner Beagley stated that she is a trauma informed trainer and that trainings are available through Arizona State University (ASU).

J. Call to the Public

No Public members wished to address the public.

K. Adjourn

A motion was made to adjourn by **Commissioner Beagley** at 11:13 AM and seconded by **Commissioner FireThunder** and approved by all. (18.07.03)