



EAST PROVIDENCE PREVENTION COALITION

May 23, 2011 Agenda

6:00 p.m.- City Hall Room 306

1. **Introductory Remarks:** *Courtney Lacerda*

- a) Call Meeting to Order
 - Meeting was called to order at 6:05pm by Courtney Lacerda.

2. **Secretary's Report:** *Katie Saraiva*

- a) Sign In Sheet passed around.
- b) Volunteer To Take Minutes
 - Nick Pfeiler volunteered.
- c) Approval of March's Minutes
 - Motion made by Elmer Pina to approve minutes for March. Courtney Lacerda 2nd. Motion passed.

3. **Treasurer's Report:** *Jennifer Wall*

- a) Review of Expenses
 - Motion made by Sgt John Andrews to accept the expenditures. Courtney Lacerda 2nd. Motion passed.
- b) Budget revisions
 - Motion made by Elmer Pina to accept the budget revisions. Courtney Lacerda 2nd. Motion passed. This results in \$930 of training funds in RISAPA being moved into the Executive Director's salary, Medical/Dental, and Supplies.
 - Compliance checks coming up.
 - For the next fiscal year we will potentially be receiving an additional \$10,000 from Title V.
 - New budgets for the next fiscal year will be made for the annual board meeting in June.
- c) Update on grants/proposals
 - It does not appear we will be getting a grant from June Rockwell Levy Foundation
 - We were not awarded the "Healthy Places by Design" grant, the city of Pawtucket was.
 - One grant we are waiting to hear back from is the "Reducing Marijuana & Other Drugs" through the Department of Behavioral Healthcare, Developmental Disabilities & Hospitals. This is also in conjunctions with CODAC.

- d) Joining the Chamber of Commerce
 - \$275 a year to be a member of the Chamber of Commerce
 - Good opportunity for networking, meeting members of the business community in and around East Providence, recruitment, and for soliciting donations.
 - Motion made by Elmer Pina to spend the \$275 to join the Chamber of Commerce, to be paid out of the donations account. The \$275 will be reimbursed to the donations account from RISAPA if possible. Courtney Lacerda 2nd. Motion passed.

- e) Sovereign Bank Account
 - \$1,011.38 received from United Way donations, City Hall dress down day in March, and the Egg Hunt fundraiser.
 - Will not cost us anything due to us being a small business nonprofit.
 - The branch manager at Sovereign Bank is interested in joining our EPPC Board. The Executive Director will be looking into if this is a conflict of interest with us having an account with them.
 - Motion made by Nicholas Pfeiler to have the Executive Director, Jennifer Wall, Chair, Courtney Lacerda, and Vice Chair, Katie Saraiva names on the account with Sovereign Bank, and to have Elmer Pina be the auditor for the account statements.

- f) Egg Hunt Recap
 - A lot of people attended, around 180 kids.
 - People were very excited over the prizes they received.
 - Adjusted rules next year for parents
 - Everything went very smooth.

4. Programmatics: - Jennifer Wall

- a) DICE Updates
 - Consultant Report
 - Catherine is moving forward with her current initiatives.
 - Time line on training a youth coordinator is being revised since someone has not been hired.
 - The Leadership Conference will not be taking place in the spring, it will be taking place in the fall.

 - DICE Coordinator Position Update
 - Second round of applications were due today. Fifteen applications were received, Jen and Elmer will be going through them and scheduling interviews within the next couple weeks.

- b) ESC Meeting Report- Katie Saraiva
 - **Governance Sub-Committee Report**
 - Reviewed type of board members currently on the EPPC Board, and looking at organizations and business to try and recruit for potential members in areas that we might be lacking in.
 - **KROB Foundation Recap**
 - Tom, Katie, Mark, and Jen attended. Katie was able to get four people to sign up for the EPPC Board.
 - **Heritage Days, National Night Out & Neighborhood Day**
 - Events we want to go to get our name out to the community.
 - We are asking each EPPC Board member to attend at least one of these three events to help alleviate staffing needs at each event.
 - Heritage Days is July 15th-17th at Pierce Field.
 - Emphasizing that EPPC was behind the SPF sig initiatives.
 - Promoting EPPC around 4-7pm
 - Maybe sell soda at the night concerts
 - National Night Out is Tuesday, August 2nd 5-8pm at Rose Larissa Park
 - Neighborhood Day is August 20th at Central Park.
- c) Programmatic Sub-Committee Report
 - **Post Prom Event-** Nick, Scott, Doug, Sandi, Katie, Elmer, Tom
 - Evaluation forms were sent out, please send in!
 - Debriefing is June 7th at 6pm at City Hall Room 306
 - Prom was much earlier this year, which resulted in a smaller turnout
 - 140 kids attended this year, approximately 100 were there as of 4am, which was a much higher rate than in the past.
 - Raffle prizes may have played a part.
 - **Flamingo Fundraiser**
 - \$4,095 was raised this year, \$1,500 greater than last year.
- d) Lawn & Leaf Bags 2011
 - Waiting on Recycling Department to let us know if we do not have to pay as we have in the past.

5. **Other:** - *Courtney Lacerda*

- a) Nomination Committee- Elections
 - Motion made by Courtney Lacerda to have Elmer Pina form a nomination committee made up of himself, Tom Aguiar, and either Laura Levine or Mark Gee. Katie Saraiva 2nd. Motion passed.

b) Annual Meeting

- Will be held at DiParma Italian Table in Seekonk, MA at 6pm.
- All EPPC Board members are invited to attend.

d) Engaging the City Financially

- Looking to see if we might potentially be able to have the EPPC Executive Director be funded through the city of East Providence.
- Executive committee to be consulted on progress and/or updates that are made with this process over the summer.

6. Closing Remarks: *Courtney Lacerda*

- Next Meeting
 - June 27, 2011, DiParma Italian Table, Seekonk MA, 6:00-8:00pm
- Motion to Adjourn at 7:50pm.