



EAST PROVIDENCE PREVENTION COALITION

December 2, 2013 Minutes

Room 306, 6:00pm

Attendance:

Katie Saraiva	Catherine Legault
Courtney Lacerda	Chief Joseph Tavares *
Scott Rose	Andy Benoit *
Maggie Veiga	Julie Silva *
Brigitte Haywood	Britney Dias
Pam Byrd *	Jennifer Wall *
Elmer Pina	
Sgt. John Andrews	

*= guest/non-voting member

I. Introductory Remarks: *Katie Saraiva*

- a) Call Meeting to Order- meeting called to order by Chair at 6:07pm.
- b) Welcoming - Pam Byrd & Julie Silva from Trinity Tabernacle Church/the Red Bridge Neighborhood Association; Andy Benoit, EP Community Police Officer
- c) Introductions (*Name, position on board, where you work*)
- d) Announcements
 - **Birthdays**- John (Nov. 8), Catherine (Nov. 14), Britney (Nov. 14), Mark (Nov. 14), Laura (Dec. 12)
 - **Adoption**- the adoption of Trayon (Tre) was finalized and the Pina's now officially have a son. Congratulations Elmer!!!
 - **Passing of a Loved One**- Scott Rose's father passed away from health complications. Condolences from the EPPC.
 - **New Job**- Katie is now working for Magellan. Congratulations Katie!!!
 - **Toy Drive**- Julie Silva and Brigitte Haywood are collecting toys for a Christmas toy drive to benefit Children's Friend. EPPC board members were asked to bring toys to this meeting to donate. Anyone who forgot, was asked to make purchases and coordinate with Brigitte or Julie for delivery prior to December 14th.
 - **Updates**- Any other announcements from anyone?

2. Secretary's Report: *Courtney Lacerda*

- a) Sign In Sheet- passed around.
- b) Approval of October's Minutes- reviewed minutes. Elmer moved to accept the October Minutes as is. Brigitte seconded. All were in favor. None opposed. Motion passed.
- c) Conflict of Interest Policy/Interest Forms/ Coalition Evaluations- conflict of interest forms are needed from Brigitte, Kevin, Maggie and Britney. Interest forms are needed from Brigitte, Kevin, Andy, Pam, Julie and Deb. EPPC Coalition Evaluations are needed from Brigitte and Kevin. Forms were collected from Brigitte.
- d) Sub-Committee Finalization- reviewed sub-committee document. Elmer moved to accept the sub-committee membership as proposed. Katie seconded. All were in favor. None opposed. Motion passed.
- e) 4 Imprint Media Blitz on EPPC- reviewed EPPC media blurb that 4 Imprints posted on their Facebook page. EPPC was a recipient of a One By One Award.
- f) Membership Discussion- Britney Dias and Maggie Veiga both stated why they would like to become voting members of the EPPC. Board discussed membership while Britney and Maggie left the room with the Executive Director. All were invited back in. A motion was made by Elmer Pina to allow Britney Dias and Maggie Veiga to become voting members of the EPPC. Brigitte seconded. All were in favor. None opposed. Motion passed.

3. Treasurer's Report: *Scott Rose*

- a) Review of Expenses- budgets are being spent out as voted on. Expenditure report was passed around and was in full, minus the Executive Director's salary.
- b) Update on grants/proposals- reviewed grants proposal in packet.

4. Programmatics: - *Jennifer Wall*

- a) Recap Prescription Drug Take Back Event- event was a success. Only challenge was telling participants where they could go to return used syringes/needles.
- b) E-Cigarette's Meeting & Legislative Update- discussion about how the EPPC has met with Representative Helio Melo, Tobacco Free Rhode Island and other anti-tobacco groups to discuss E-Cigarette legislation.
- c) 2013-2014 Program Initiatives & New Partnerships Q & A- EPPC board members had an opportunity to review the 2013-2014 program initiatives document. A brief question and answer took place.
- d) Programmatic Update- reviewed document in EPPC board member packet with upcoming dates/times/locations/descriptions. Answered questions.

5. **Other:** - *Katie Saraiva*

- a) Report on 2013-2014 Goal Setting & Timeline- reviewed the email which was sent out to all board members on October 30, 2013.
- b) Next Steps With EPPC Coalition Member Surveys- EPPC Officers and Executive Director will meet to review completed coalition member surveys and a date and time to be decided.
- c) Performance Evaluation Sub-Committee Report- the sub-committee which consisted of Mark, Elmer, Scott, Courtney and Laura met and came up with a performance evaluation for the Executive Director. Additionally Katie met with the Executive Director to go over the process, and obtain contact information for community partners. The performance evaluation will be sent out to community partner by the end of the month.
- d) New Business- EP Police Chief Tavares reported out that the Google money is being spent out. About 50 million dollars has gone towards police pensions. About 2 million dollars has gone towards police vehicles. And the rest of the funds are in the planning stages of being issued to community/state programs which benefit East Providence youth/residents. Plans have to go in front of the EP City Council and acting City Manager. Funds cannot be used for salaries. There is additional funding from federal asset forfeiture which accounts for about one million dollars annually which could be used in the future to keep these programs funded. Also reported out that he has been attending different events put on by Mothers Against Drunk Driving (mock tail party, bowling fundraiser) and how he is actively involved. Explained how he knows that the EPPC use to be extremely involved and questioned our involvement level now. Discussion took place as to why the EPPC has been less involved in recent years. He mentioned that there is an upcoming Candlelight Vigil on Wednesday December 4th at 7pm at Smithfield High School. Invited any and all board members to attend.

6. **Closing Remarks:** *Katie Saraiva*

- a) Next Meeting
 - January 13, 2013
- b) EPPC Fundraising Sub-Committee Meeting- taking place immediately after the board meeting ends.
- c) Motion to Adjourn- Courtney moved to adjourn the meeting at 6:55pm. Catherine seconded. All were in favor. No one was opposed. Motion passed.