

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF
WNY UNITED AGASINT DRUG & ALCOHOL ABUSE, INC**

DATE: September 15, 2020

TIME: 12:00-12:30pm

PLACE: Virtual Phone Call

DIRECTORS PRESENT: Mari Irwin, Denise Fulkerson, Gerry Pullano, Andy Neyman, Dan Sarzynski, Patrick Fitzgerald, Carrie Meyer, Steve Smith, Kim Rich Lupkin, Ty Holt

OTHERS PRESENT: Beth Anzalone, Kate Chudoba, Tammy Bennett, Don Burch, Tim Smykowski, Amanda Heftka, Bevin Downing (Foundation), Lisa Schulz (Foundation)

Agency Meeting

A meeting of the Board of Directors of WNY United Against Drug & Alcohol Abuse, Inc. was held at virtually at the time above. The Board President called the meeting to order.

Minutes of the last meeting

Gerry Pullano acknowledged that the minutes from the last board meeting had been sent out and everyone confirmed they received and read the minutes.

On motion made by Denise Fulkerson, seconded by Kim Rich Lupkin and unanimously adopted, the minutes of the June 9, 2020 Board Meeting was accepted.

Corporate Compliance

Tim Smykowski began talking about the reopening plan and how as an office we have done everything we could do with the covid response. Right now we are waiting on Rich Products and are just following their lead with reopening. During the Compliance meeting Gerry brought the attention to the new state regulation regarding New York State Paid Leave. This is making sure that all employees at the state level are given a certain amount of sick hours. It is that for every 30 hours worked, they should get 1 hour of sick time. Don and Tim will be looking over it for the next quarter to make sure that all the policies at the agency level are compliant on this regulation.

Treasurers Report

Andy Neyman started talking about the budget, he pointed out that we are on track in a revenue perspective, but wanted to mention that a portion of the OASAS money is state funded. The expectation is that by the end of the year we will have a \$10,000 reduction. Many of the fluctuations are due to the pandemic, for example not as much travel took place, not as much printing. The balance sheet is looking like we are in a good position. Andy then went on and

looked at the 2021 budget, he mentioned the United Way Funding decrease that is going to expire in 2021. Everything is a best estimate due to the pandemic, we aren't sure how travel and everything is going to look, but we are budgeting all that, hoping 2021 can go back to somewhat normal and have all are regular programs return.

On motion made by Andy Neyman, seconded by Denise Fulkerson and unanimously adopted, to approve the 2021 budget as presented.

Contract Updates

Beth Anzalone began her report with mentioning how we are following the lead of Rich Products for our COVID reopening plan. Richs is taking a slow approach and we will just follow suit. But we have moved our services into remote learning so we can still get our program out there to the students. We have the office set up though just in case anyone needs to get supplies or anything they may run into the office, following our protocol. Summer was an interesting project but it was a success for the way we had to have it. The start to the school year has been slow, because of the virtual and remote learning. Each school is a little bit different, but our staff is working through it and figuring out what works for them and the school they are at. Beth then mentioned the OASAS Funding and how at first they were a little panicked, but then after digging a little further WNY United funding comes from the federal government, so there has been do decrease. But the money for our community grant has been cut because that funding comes from the state (this is the money Andy was talking about earlier). So as far as employees and services that budget is still present. Another thing from OASAS, they have asked us to provide a presentation on our community SCAT Model for the entire state. The idea came in because of the fact that we engage the whole community, and take in account all of our data before we involve the community. The presentation should hopefully that place at the end of October. As far as the United Way funding, this year was the strategic planning year. So funding will remain constant for what it was for last cycle. The Division of Youth is in a similar situation as the United Way funding. We are always continuing the search for additional funding.

Adjourn

Noting that the agenda had been completed, the Chair called for adjournment.

A motion made by Carrie Meyer, seconded by Denise Fulkerson, and unanimously approved to adjourn the meeting.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF

WNY UNITED AGAINST DRUG & ALCOHOL ABUSE, INC

AND THE WNY UNITED AGAINST DRUG & ALCOHOL ABUSE INC. FOUNDATION

DATE: September 15, 2020

TIME: 12:30-1:00pm

PLACE: Virtual Phone Call

DIRECTORS PRESENT: Gerry Pullano, Steve Barber, Mike Buczkowski, Howard Martin, Lisa Shulz, Joe Borgese, Bevin Downing, Kim Rich Lupkin, Alvino Battistoni, Mari Irwin, Denise Fulkerson, Andy Neyman, Dan Sarzynski, Patrick Fitzgerald, Carrie Meyer, Steve Smith, Ty Holt

OTHERS PRESENT: Beth Anzalone, Kate Chudoba, Tammy Bennett, Don Burch, Tim Smykowski, Amanda Heftka

Program Report

Tammy started off with mentioning that despite all the changes that occurred at the end of the school year last year, we were still very successful in all of our school buildings. We were able to work with each school district and building to figure out what would work best to get the curriculum out there to their students. Tammy mentioned one staffing change that we had due to the federal grant we have at BPS 93, we were unable to keep our ripple effects coach at that school. However we did have a very successful summer program despite having to change it. We changed it to a virtual experience and 60 students complete the summer program. The students had work to do individually and then a live session everyday with their prevention specialist. Our focus this summer was on Math, ELA, Goal Setting, and Problem Solving. The program lasted for the whole month of July and we realized that students just enjoyed the contact and being able to talk to someone. We were on Good News with Gabby over the summer to talk about our program and that was very exciting. This upcoming school year is also looking different; currently some staff is out in the buildings while others are still figuring out how they will be part of the building. Some schools are going hybrid and those prevention specialist are also either hybrid or completely virtual with the schools. Each building is completely different so we are using their platforms and each prevention specialist is a little bit different. It will be a slow start but we are working with what can be done in the school to get the curriculum out there. Lastly, for our BPS Leaders in Training, we are working with the University of Buffalo MBS Leader core program, to work with our students to teach them different leadership skills.

Statistics Report

Tim Smykowski talked about how we did last year with our results from the school year. After going through all the data and results we were shocked on how well things turned out after a disrupted school year. Starting with our Classroom programs, we still did really well; we served 8147 students in 389 classrooms. So with these numbers we still hit our numbers and went a little beyond those numbers that we are contracted for. Normally we serve 10,000 students but with the pandemic, we still hit our mark for the number of students we contract for. Going through the analysis, starting with 5th grade we measured 13 different social skill areas. We positively still affected 12 of the 13 areas, even with the shutdown. For the 6th grade analysis, we measured 9 different areas, and we positively hit 8 out of 9 areas. For the K-4 program, we measured 4 areas there and we hit all 4 areas with positive results. We did well more than we predicted to do, especially with the shut down, and we hit all of our performance measures for our state and county contracts. Before the pandemic, last summer our summer program statistics came back very well as well. For our 7th and 8th grade Leaders in Training program that take place during the school year we measure 9 areas, we hit all 9 areas, even with half the year taking place virtual. As an overall statement, COVID was an issue and we were nervous with results, however we did very well and reached all our goals, and it's a very positive report!

Environmental Programming Report

Kate began mentioning the summer billboard and how it was focused on the Talk it Over campaign. It was urging parents to go to the website and have a conversation with their children. Next Kate talked about the Foundation Raffle, since the Golf tournament was cancelled, the committee decided to hold a virtual raffle instead. There are a variety of different items to be raffled off. During the covid shut down, Kate worked on keeping the agency relevant on social media. Kate ran a multitude of different campaigns throughout social media to get information out and keep the agencies name out there. Kate also mentioned her Parent Forums and how with the school year looking a little bit different, some schools have not been able to figure out how to get parent forums up again. However in Lakeshore we have so far had 4 parent forums and had an overwhelming positive response from the parents. Lastly, Red Ribbon week is October 23-31st, and is a national campaign. On our website we have a red ribbon mailer available to get other people involved. This years theme is Be Happy, Be Brave, Be Drug Free. We have developed a bunch of different activities that our prevention specialist can do at their schools virtually. We are working with the schools to see if there is anything else we can do to promote this campaign at the schools.

Adjourn

Noting that the agenda for the Agency and the joint Agency and Foundation meeting had been completed, the Chair called for adjournment.

A motion made by Carrie Meyer, seconded by Kim Rich Lupkin, and unanimously approved to adjourn the meeting.

**\MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF
WNY UNITED AGAINST DRUG & ALCOHOL ABUSE INC. FOUNDATION**

DATE: September 15, 2020

TIME: 1:00-1:30pm

PLACE: Virtual Phone Call

DIRECTORS PRESENT: Gerry Pullano, Steve Barber, Mike Buczkowski, Howard Martin,
Lisa Shulz, Joe Borgese, Bevin Downing, Kim Rich Lupkin,
Alvino Battistoni

OTHERS PRESENT: Beth Anzalone, Kate Chudoba, Tammy Bennett, Don Burch, Amanda Heftka

Minutes of the last meeting

Howard Martin acknowledged that the minutes from the last board meeting had been sent out and everyone confirmed they received and read the minutes.

Treasurers Report

Howard started the report with the forecast, that there isn't a lot of changes, besides the donations that were originally from golf sponsor donations, that they have just allowed us to keep. The current raffle is in the miscellaneous section, and we are assuming around \$1000 in total expenses for the virtual raffle. On the income statement page, pretty similar as last month as well. On the balance sheet we are at a healthy amount.

On motion to approve the financials made by Gerry Pullano, seconded by Steve Barber and unanimously approved to approve the financials.

Foundation Business

Kate started with the Golf Tournament was cancelled due to the pandemic. But mentioned that we already have a date for next years tournament, which is the first Monday in August 2021 (August 2nd). We are very thankful for the sponsors who left their donations with us even though we couldn't hold the golf tournament. This brings us to the virtual raffle, we are hoping to make up the funds that we would have gotten from the tournament. The raffle launched September 14th and will end on October 2nd. The winners will be drawn on October 6th. Everything is done virtually and on the raffle website, driveagainstdrugs.com.

On motion to adjourn meeting made by Steve Barber, seconded by Gerry Pullano and unanimously approved to end the meeting.