

**DCCCP Advisory Board Meeting Agenda**  
**August 17, 2016 – 3:30 p.m.**

1. Welcome.
2. Adopt minutes from last meeting in May.
3. 4th Quarter and 12 month program review – Larissa Burdette.
4. Personnel Changes :

**Separations:**

Stephanie Lancaster, Program Specialist/DDS, tendered her resignation on August 1, 2016. Her last day was August 12, 2016.

**Promotions:**

No promotions at this time.

**Vacant Positions:**

Program Specialist for DDS as of August 12, 2016.

**New Hires:**

No new hires at this time.

5. Recent changes/developments:
  - Kevin McGee, Grace Guerra, and Charlotte Mann's terms will be up on August 31, 2016. Bettie Kirkland has resigned from her position on the board and David Collins is not renewing his position when his term is up.
  - There are two vacant positions on the board: the Non-profit and Criminal Defense Attorney's positions.
6. Ongoing Projects:
  - Our current grant will be up for renewal in 2017. Please start thinking about writing your reference letters and gaining support for DCCCP.
7. New business:
  - Our next TDOC audit is scheduled for the week of January 9<sup>th</sup> through the 13<sup>th</sup>, 2017.
8. Closing:
  - Questions/comments from the Advisory Board.