

DCCCP Advisory Board Meeting Agenda
November 9, 2016 – 3:30 p.m.

1. Welcome.
2. Adopt minutes from August meeting.
3. 1st Quarter program review – Larissa Burdette.
4. Personnel Changes :
 - Separations:**
Schavonne Hallmon decided not to take the Program Specialist position for DDS.
 - Promotions:**
Dawn Harper was promoted from Case Officer I position to the DDS Program Specialist.
 - Vacant Positions:**
Case Officer I position.
 - New Hires:**
New DDS Program Specialist: Schavonne Hallmon will start November 7, 2016.
5. Recent changes/developments:
 - Kevin McGee and Charlotte Mann’s terms were renewed for two more years. Mike Engle will replace David Collins as the Criminal Defense Attorney’s Representative.
Lonnell Matthews will replace Grace Guerra as the Metro Representative.
Donna Grayer will replace Bettie Kirkland as the Non-profit Representative.
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 9th through the 13th, 2017.
 - New resolution amending the bi-laws was passed on September 23, 2016 by the Metro Council. This resolution affects how the probation/parole member of the board is selected.
 - A new Chairperson needs to be selected.
 - New three-year Policy and Procedures needs to be adopted and signed by the Chairperson.
8. Closing:

- Questions/comments from the Advisory Board.