

**Minutes from AVP/CA Steering Committee Telephone meeting,
6 May 2008**

1. Members present (on-line) for the meeting:

Bob Barns, Ann Boone, Pat Hardy, Stephen Matchett, George Ramos, Vicki Rumbaugh, Katherine Youngmeister

2. Who takes notes?

Ann Boone

3. Minutes from last meeting

Thanks to Vicki! They were very helpful and we appreciate the reminders.

4. Treasurers News-Stephen

Financial report: Nothing new since the fiscal-year-end report Stephen circulated shortly after 3/31/08. (That report is being recirculated with these minutes.) In round figures, we took in \$50,000 of \$70,000 budgeted income (72%), and spent \$39,000 of a budgeted \$67,000 (58%), giving us a surplus. (Our bank balance as of 3/31/08 was \$22,000.) Shortfalls were largely in the area of grant income, more than matched by smaller-than-budgeted spending in the Prison Staff Training and Program Outreach areas. Prison workshop expenses were exactly 100% of budget. (Good judgement!) Individual donations actually ran high, and have been increased in the proposed budget for the current FY 08-09.

Proposed FY 2008-09 budget: The year-end report includes a proposed budget for the current FY 08-09. It largely tracks last year's, leaving grant income and Prison-Staff-Training and Program-Outreach expenditure figures the same in the absence of any stated changes in plans. Individual donations are increased by \$5,000 based on experience and optimism, and minor increases in selected other areas bring proposed budgeted income to \$78,000. Prison workshop expenses are increased by about \$7,000, and some subcategory relationships tweaked, to better match experience and expectation, and the Community-Workshops and Administration categories slightly increased (including \$1,000 for conference scholarships, approved at our last meeting), for projected total expenses of \$76,000, for a continued slight increase in our surplus (which we should be thinking about calling a reserve).

ACTION: The Steering Committee APPROVED the proposed FY 08-09 budget as presented.

Pat reported we just received a \$5,000 donation from an anonymous donor.

- **Donation to AVP USA?- Send out budget.**

We will make a donation of \$250 to be called Subscriptions and Memberships on the budget. For now, this will be an annual donation.

- **Ralphs, Ebay, GoodShop**

We are currently trying to extract money from these organizations. If we shop on the web from GoodShop (many companies are included in this), they will give a donation to AVP as long as we so indicate. If we go to GoodShop through Yahoo, we will find all kinds

of companies that will pay us when we shop through them. If you are doing any shopping on the web, try GoodShop first.

If you are a Ralph's, FoodCo, or Food for Less shopper, your reward card will give money to AVP, but you will need to sign up on the Ralph's sit for that. An announcement will be emailed to all AVP/CA people in the database.

Also, for Ebay, sellers (does this include you?) may donate a percentage to AVP. An announcement about this will also be sent out.

Pat applied to the California State Employees program that AVP/CA be one of the approved charities to which they may donate. She's still waiting to hear from them.

Bob expressed appreciation to Pat for her continuing work in finding funding for us. We all concurred with this.

- **Sending invitation out to Facilitators to send a letter to their friends**

Nothing at this point. We'll wait for the autumn to do this.

5. Updates/Old business/timelines:

- **Research-Pat**

Following is the report that Pat emailed to Steering Committee members prior to this conference call:

RESEARCH

After our excitement about the cooperation between the department and UC Davis Center for Public Policy Research in doing research for us on AVP effectiveness, a backing off seemed to happen for a while and now there is a re-warming to working with us on a modified basis.

You have all received a copy of the Research Summary.

CeCe Iandoli is now talking about their designing the research and our administering the actual implementation of it using AVP volunteers who have contacted me indicating an interest in research. (I have had four and cannot find the names of two of them- anyone else remember?) Don Nason is particularly interested and is retiring at the beginning of 2008 and could be a good consistent Lead in this.

CeCe still needs to talk to her bosses about this possibility. Would we be able to put any money toward this?

- **Grantwriter- Pat**

Following is the report that Pat emailed to Steering Committee members prior to this conference call:

GRANTWRITER

We have contracted Susan Peters who has written two letters of inquiry (California Endowment Foundation, California Wellness Foundation) paying her \$1500. Stephen was able to finally extract the right IRS information from AVP USA for us to send in with these grants, which I have used in some other fundraising programs. I have her on hold now to see what response we get from these funds.

Do you want me to do more?

- **Outreach-Katherine**

Pat and Katherine are doing outreach in Fresno. Katherine did outreach in Sacramento, she's recruiting group of young people in Berkeley, and she's also working with Diego Navarro on the Digital Bridge Academy and is enthusiastic about that. Diego wants to use AVP as an onramp to DBA. Check out this program on the internet. There is a Basic and

Advanced scheduled in Watsonville for the DBA which will provide young people to our program. They hope to have these workshops in June and July. Katherine thinks she has local coverage for the facilitators, but will contact us if she needs more. Initially, the intent is to focus on local people, but perhaps in the future some of these people may move to Quaker Center to take workshops.

- **TaCT-Ann**

Pat, Vicki, and Ann met with Suzan Hubbard (head of adult prisons in California) and, after explaining what TaCT is all about offered that we do a pilot workshop at a prison of her choice – without payment of a training fee. Ms Hubbard was very interested and set up an appointment for the following week at CSP, Solano, for TaCT to talk with the warden and other officials there.

They met at SCP, and Kenya Williams, who is now the principal there was part of the meeting. After the presentation, the prison officials were very interested and said that they would have to price out what it would cost to replace the 20 folks who would be part of this 3-day workshop. (The previous week, Ms Hubbard had said that it was a little more difficult to have staff training today as opposed to earlier times when they would merely put the prison on lockdown so that staff could take off the necessary time. Today, all staff have to have a replacement, hence an added cost when there is mandated staff program.)

A few weeks ago, Pat heard from Ms Hubbard that given the recent statewide prison budget cuts, that they cannot afford to have the TaCT workshop at this time. However, Kenya heard at a Solano Staff meeting that they were going to have the AVP training for staff there a week after we heard the above from Ms Hubbard. ??

- **Quaker Center-Santa Cruz group?- Stephen**

Quaker Center Basic workshop is on for the 26-28 of September. Stephen is working with the Santa Cruz council to put together a team.

- **PARSE now QEWR (Quick Easy Workshop Reporting)- George**

George reported that he took the revised version to Ian to see if he could do it for under \$3,000. Ian is currently out of town, so George is awaiting his return.

The intent is to have a program that will, as the title suggests, allow for quick and easy scheduling and reporting on our workshops. As much as possible, data will be entered by clicking on the appropriate names and dates as opposed to our typing in the information. The program would automatically generate the workshop schedule which Pat currently has to maintain. Also, there will be a list of both scheduled and completed workshops.

We will need to decide who will get to see all of this information; what sort of security will we need?

George will get back to the Steering Committee if there is further information on QEWR.

ACTION: The Steering Committee APPROVED the proposed plan for QEWR.

- **Prison program assessment instrument creation- Vicki/Steve**

Vicki has sent an initial draft to Steve, however, there is no info at this point

- **Queries for train on** (*from the minutes of the March 2008 meeting*):
 - Local councils relationship to AVP/CA
 - Do local groups periodically review AVP/USA policy statement (on AVP/USA website and attached to AVP/CA Bylaws)?
 - How could/does AVP/CA serve the local councils?
 - What best facilitates communication among local councils?
 - Do local councils share facilitators?
 - If a local endangers program, what, if anything, does state organization have to do. Should it intervene?
 - What would motivate you to report on workshops?
 - Queries on ethical dilemmas.
 - We also mentioned that the train ride could possibly include mini workshops on mentoring leads, how self-revealing to be during workshops, other things
 - Leads inside and outside mentoring
 - Mentoring apprentices

6. **Next steps re: dealing with suspended facilitators**

This information has not been included for privacy reasons. Minutes are available.

7. **New Business:**

- **CDCR Education Department vacation spaces**
Who is utilizing the June vacation week? Ann & Alice at HDSP. These may not be available next year, after the
- **Attending Center Force conference 10/6-7/08 Sonoma**
We elect Steve Birdleough to be our representative.
- **2008 Fall Gathering date and location-Coordinator**
We will propose the 14th and 15th of November for Steering Committee meeting and Annual Fall Gathering and see how it flies. Pat suggested having a mini advanced workshop or a meeting of leads. We could start the Steering Committee meeting by 10 a.m. on Friday morning and plan to have food during the day. Pat and Katherine will explore the possibility of having the weekend in Fresno. We might meet longer on Saturday or on Sunday for the meeting re advanced or leads. Or, do other folks have a suggestion for location? What about Santa Cruz? Watsonville? Maybe Diego could get us a space.

