

**NHADACA**  
**Board of Directors Meeting Minutes**  
**January 27, 2022**

Name	Position	1/27	3/24	5/26	7/21	9/22	11/18
Linda Brewer	President	x					
vacant	Southern						
Christine McKenna	Secretary	x					
Chris Foster	Treasurer	x					
Diane Fontneau	President Elect	x					
Tina Holmes	At Large	x					
Alex Hamel	Immediate Past Pres.	x					
Sarah Pepper	North Country	X					
Sara Dupont	At Large	x					
Meredith Senter	Central	x					
Bill Keating	Seacoast						
Kimbyl Wade	Lakes Region	x					
Elena VanZandt	Connecticut Valley	x					
Amy Casey	Student Rep	x					
Thomas Davis	At Large	x					
Dianne Castrucci	Executive Director	x					
Bob Stowell	Guest/Advisor						

***Call to Order/Welcome***

1. President's Welcome  
 Updates in areas throughout the state from board members. Largely, everyone affected by COVID strain: workforce reductions, burnout, scarce resources.
2. Introductions

***Consent Agenda Items***

3. Consent Agenda – Linda Brewer explained to the new members the process of the Consent Agenda.

September 23, 2021 Minutes –

**Christine made a motion to accept.**

**Diane F. seconded.**

**Sarah Pepper, Amy Casey, Kim Wade, Sara Dupont, Tina Holmes - abstained**

**No discussion.**

**With exception of those who abstained, All in favor.**

**Motion passed.**

Executive Director Report –

**Kim made a motion to accept.**

**Elena seconded.**  
**No discussion.**  
**All in favor.**  
**Motion passed.**

***Discussion & Action Items***

4. NHADACA Board vacant position
  - a. Southern Representative – vacated by Doreen Boutin. Chris F. has a nominee – resident in Nashua. Matthew Lee. Chris F. to follow up getting resume, etc.
5. Treasurer’s Report presented by Chris F., Treasurer
6. Discussion of both 2021 Budget vs. Actual and 2022 Proposed Budget

**Diane F. made a motion to accept both 2021/2022 budgets.**

**Kim W. seconded.**  
**No discussion.**  
**All in favor.**  
**Motion passed.**

7. Executive Director Updates
  - a. Audit Forms/Conflict of Interest Questionnaires – Dianne explained these requirements for these forms. Forms sent to board members this week.
  - b. Personnel Manual Updates – Dianne C. updates needed to various areas – updates to reflect current trends such as initial employment period, remote work, weather closings, etc.
  - c. NHADACA Lease – renewed for additional two years. Dianne expressed possible upgrades to the space including or expanding within the current building. Moves might need a Capital Campaign fund, rent would increase along w/growth in the organization. She requested board members be aware there might be fundraisers in the community who may be able to assist.
  - d. NH Telehealth Alliance – Discussion led to a decision to not being a part of this organization at this time due to the benefits for the \$300 yearly membership fee.
8. Training Subcontracts – Authorizing the President to sign:
  - a. DHHS training contracts/subcontracts (SOR, BDAS, etc.)
  - b. Other training contracts/subcontracts

**Christine made a motion to authorize President to sign state contracts (SOR/BDAS/DOJ) and non-state contracts for Executive Director.**

**Amy seconded.**  
**No discussion.**  
**All in favor.**  
**Motion passed.**

9. Board Manual – Stephanie Bean – created board manual. Stephanie will send link to board members when ready. Stephanie requested any board member updates to go to her. Stephanie presented the board manual in its current form including responsibilities for board members.
10. Strategic Planning Committee – done in 2016, expired in 2019. Volunteers for the committee are Diane F., Christine M., William, K., Amy C., Tom D., - meeting 1x

monthly. Will meet initially to determine appropriate fit. Dianne will send poll to select a meeting date/time.

11. Select Committee Involvement – President Brewer reviewed the below committee responsibilities/description

- a. Executive Committee – President, Past President/President Elect, Officers – meets same month as board meeting, and as needed
- b. Ethics Committee – Elena (chair), Diane F., Christine M., Sara D.  
First meeting – Tuesday, 2/22 @ 1 p.m. on ZOOM – Diane F. to send link.
- c. Public Policy Committee – Tom D., Kim W. (co-chair) Linda B. (co-chair), Sarah P.  
First Meeting – Wednesday, 2/9 @ 3:00 p.m. ZOOM – Kim W. to send out link
- d. By-Laws Committee – Peter DalPra. (chair), Linda B.
- e. Nominations Committee – Sarah P., Kim W., possibly Meredith, and Christine M. (Chair)  
First Meeting – Tuesday, 4/26 @ 1:00 p.m. ZOOM – Kim W. to send out link
- f. Finance Committee (Executive Board plus one Regional Member to be elected by majority vote of the Regional Directors; chaired by the Treasurer)
- g. LADC Liaison – Elena V. Dianne C. and Diane F. to assist. Alex H. to advise Dianne C. of meeting schedule if posted date changes.
- h. Prevention Liaison – Kim W.
- i. Fundraising Committee – Elena, Amy, Sara D., Chris F to attend as needed  
First Meeting – Bridget to send out doodle poll
- j. Adhoc Committees
  - i. Personnel Committee – Linda B., Alex H., Christine M., Meredith S.  
First Meeting – Linda to reach out to members to schedule time
  - ii. Strategic Planning Committee – Dianne C., Tom D., Bill, K., Christine M., Diane F. and Amy C.

**Elena made a motion to adjourn.**

**Christine seconded.**

**No discussion.**

**All in favor.**

**Motion passed.**

Adjourn – 12:00 pm

Next Meeting – 3/24/2022

Respectfully submitted,

Christine M. McKenna

Christine M. McKenna, MS, LICSW, MLADC, CCTP

NHADACA Secretary

**NHADACA  
Board of Directors Meeting  
March 24, 2022**

<b>Name</b>	<b>Position</b>	<b>1/27</b>	<b>3/24</b>	<b>5/26</b>	<b>7/21</b>	<b>9/22</b>	<b>11/18</b>
Linda Brewer	President	x	x				
vacant	Southern						
Christine McKenna	Secretary	x	x				
Chris Foster	Treasurer	x	x				
Diane Fontneau	President Elect	x	x				
Tina Holmes	At Large	x					
Alex Hamel	Immediate Past Pres.	x	x				
Sarah Pepper	North Country	X	x				
Sara Dupont	At Large	x	x				
Meredith Senter	Central	x					
Bill Keating	Seacoast						
Kimbyl Wade	Lakes Region	x	x				
Elena VanZandt	Connecticut Valley	x					
Amy Casey	Student Rep	x	x				
Thomas Davis	At Large	x					
Dianne Castrucci	Executive Director	x	x				
Bob Stowell	Guest/Advisor						

***Call to Order/Welcome***

1. President's Welcome
2. Introductions/Updates on regional issues.

***Consent Agenda Items***

3. Consent Agenda
  - January 27, 2022 Minutes
  - Executive Director Report
  - Committee Reports

**Christine made a motion to accept the Consent Agenda.**

**Alex seconded**

**No abstentions**

**No discussion, all in favor, no nays**

**Motion passed.**

***Discussion & Action Items***

4. NHADACA Board vacant position

- a. Southern Representative – Matthew Lee, Director Bonfire Behavioral Health experience and qualifications reviewed by members. Tabled to next meeting for further discussion and vote. Invite to be sent to Matthew Lee.
5. Treasurer’s Report – Dianne spoke regarding budget vs. actual numbers. She provided data that supports current year spending vs. funding.

**Diane F made a motion to accept Treasurers Report**

**Alex seconded**

**No abstentions**

**No discussion, all in favor, no nays**

**Motion passed.**

6. Executive Director Updates
  - a. Funding Updates – received grant from NHCF - \$100k for two years, unrestricted. It can be used for fundraising as well as flexibility with expenses while awaiting reimbursement. Bridgett signing NHADACA up again for NH Gives – Cribbage Night coming May 12, 2022.
  - b. Succession Plan – review of full succession plan- with full access to all board members. Dianne to update front page and send to board members.
  - c. NHADACA Lease/Office Space Updates – review of current plans for renovation. Various consideration designs depending on costs, landlord options, etc. recognizing all the renovations may not be able to be done at one time. Dianne cited expansion in space would increase capacity for other programs within the agency.
7. Personnel Manual – Linda Brewer gave updates on various edits to manual – these are still being worked on and updates to be provided to the board in the near future.
8. Strategic Planning Committee SWOT – second meeting to happen next week. Committee to review previous SWOT analysis and examine in current environment to address future expansion of organization. Full board will also do a SWOT analysis individually and then full board to discussion.
9. Annual Meeting – April 26th meeting for this committee. Annual meeting 11/18/2022 in Manchester area.
  - a. In-Person
  - b. Possible Topics – discussion of potential topics/speakers – possibly methamphetamine/stimulant use/misuse, harm reduction concept/methods

**Christine made a motion to adjourn**

**Sara Pepper seconded**

**No discussion, all in favor, no nays**

**Motion passed.**

Adjourn – 10:45 am

**NHADACA  
Board of Directors Meeting  
May 26, 2022**

<b>Name</b>	<b>Position</b>	<b>1/27</b>	<b>3/24</b>	<b>5/26</b>	<b>7/21</b>	<b>9/22</b>	<b>11/18</b>
Linda Brewer	President	X	X	X			
Matthew Lee	Southern			X			
Christine McKenna	Secretary	X	X	X			
Chris Foster	Treasurer	X	X				
Diane Fontneau	President Elect	X	X	X			
Tina Holmes	At Large	X					
Alex Hamel	Immediate Past Pres.	X	X	X			
Sarah Pepper	North Country	X	X	X			
Sara Dupont	At Large	X	X	X			
Meredith Senter	Central	X					
Bill Keating	Seacoast						
Kimby Wade	Lakes Region	X	X	X			
Elena VanZandt	Connecticut Valley	X		X			
Amy Casey	Student Rep	X	X	X			
Thomas Davis	At Large	X					
Dianne Castrucci	Executive Director	X	X	X			
Bob Stowell	Guest/Advisor						

***Call to Order/Welcome***

1. President's Welcome
2. Introductions/Updates on regional issues. None presented.

***Consent Agenda Items***

3. Consent Agenda
  - March 24, 2022 Minutes
  - Executive Director Report
  - Committee Reports – several were missing and will be submitted for the next meeting.

**Christine made a motion to accept the Consent Agenda, Executive Director report and Committee reports submitted.**

**Alex seconded**

**Diane Fontneau abstained**

**No discussion, all in favor, no nays**

**Motion passed.**

***Discussion & Action Items***

4. NHADACA Board vacant position
  - a. Southern Representative – Matthew Lee, Director Bonfire Behavioral Health experience and qualifications reviewed by members. Matthew Lee in attendance. Discussion ensued regarding membership in NHADACA as minimum requirement along with living/working in southern region. Questions by board members to Matt then discussion among board members without Matt present.

**Elena made a motion to accept Matthew Lee as the southern representative for current board term pending membership to NHADACA**

**Kim seconded**

**Chris F. And Diane F. abstained**

**No discussion, all in favor, no nays**

**Motion passed.**

5. Treasurer's Report – Chris Foster presented Treasurer's report. Chris discussed moving budget - a little over \$60k (+5k padding/total \$65k) including building modifications. Additions/modifications should increase revenue as services will be able to increase. Reviewed P/L - agency in good/solid financial standing.

**Alex made a motion to accept Treasurer's Report**

**Sarah P. seconded**

**No abstentions**

**No discussion, all in favor, no nays**

**Motion passed.**

6. Fundraising:

Fundraising Committee - Bridgett provided information on NH Gives - a significant fundraiser

in

NH - June 7-8. Cribbage night proceeds: \$201.53. The fundraising committee is looking at finding sponsorships for Annual Meeting. Diane F. offered up a challenge to all the other Board members to make a video to be posted on social media to run thru the 24-hr giving period.

7. Executive Director Updates

a. BDAS contract - \$150k ARPA funds addition in the contract for mental health/suicide prevention training in addition to SOR funds. DOJ funds can potentially extend into new fiscal year beyond Sep 30th. Auditors are finishing up audit. Members to receive email from Dianne shortly regarding documents needing to be reviewed. Employee retention credit: we received the credits from two periods in 2020 totaling \$27,898.93; still awaiting to hear on 2021 credit submitted. Working on getting funding for licensing support/remote support supervision program - looking promising for single year funding based on conversations with NH Senator Shaheen's Office and Governor's Policy Advisor David Mara's office.

b. NHADACA Lease/Office Space updates: Demolition has begun for office space. Many items are costing less than anticipated and staff are finding ways to lower the costs. Perhaps there will be some changes within budgeted categories (increase/decrease) moving forward.

c. Succession Plan – Submitted to board members last week. Minor updates since the last meeting were incorporated **Alex made a motion to accept Succession Plan with updates.**

**Sarah P. seconded**

**No abstentions**

**No discussion, all in favor, no nays**

**Motion passed.**

d. Dianne read the minutes from the Emergency meeting to ratify the votes taken on 4/21/22 about signing the lease and moving forward with the move to Suite 150. What Dianne read is pasted below.

An emergency Board Meeting was called. The following members were in attendance: Linda Brewer, Chris Foster, Meredith Senter, Elena VanZandt, Diane Fontneau, Bill Keating, Tina Homes, Kimbly Wade and Sarah Pepper.

Proxy voting was given to Linda Brewer for: Alex Hamel, Amy Casey, Thomas Davis and Christine McKenna

This meeting was called to discuss the following items:

Discussion as to whether NHADACA should enter into agreement with current sublessor Riverbend for new office space in the same location beginning June 1, 2022. NHADACA will be responsible for paying rent for both locations until August 1, 2022 and will incur estimated construction costs of \$36,000 to modify the space to current use needs.

**Chris Foster made a motion to approve plans to move and incur construction costs associated with the move and additional rental costs.**

**Sarah Pepper seconded.**

**Discussion**

**All in favor.**

**Motion Passed.**

Discussion about entering into 10 year Lease with Hodges for the space and for Linda Brewer to sign lease agreement.

**Elena VanZandt made a motion to enter into 10 year lease with Hodges and for Linda Brewer to sign lease.**

**Chris Foster seconded.**

**Discussion**

**All in favor**

**Motion Passed.**

Discussion pertaining to obtaining a loan to defer costs for 18 months was discussed.

**Diane F made a motion to not move forward with a loan at this time.**

**Meredith Senter seconded**

**No Discussion**

**All in favor.**

**Motion Passed.**

8. Personnel Manual – Linda Brewer gave updates on various edits to manual – these are still being worked on and updates to be provided to the board in the near future. Dianne talked about recently exited staff member possibly returning. The Board supported re-hiring her without needing to go through the full interview process.

9. Strategic Planning Committee SWOT – next meeting for committee members on Saturday, 6/18. Board members completed survey questions - a few more needing to be finished. Staff members also interviewed with questions - Diane F. to put together for committee review

Meeting adjourned at 3:20PM



**NHADACA**  
**Board of Directors Meeting**  
**July 28, 2022**

<b>Name</b>	<b>Position</b>	<b>1/27</b>	<b>3/24</b>	<b>5/26</b>	<b>7/28</b>	<b>9/22</b>	<b>11/18</b>
Linda Brewer	President	X	X	X			
Matthew Lee	Southern			X			
Christine McKenna	Secretary	X	X	X	X		
Chris Foster	Treasurer	X	X		X		
Diane Fontneau	President Elect	X	X	X	X		
Tina Holmes	At Large	X			X		
Alex Hamel	Immediate Past Pres.	X	X	X			
Sarah Pepper	North Country	X	X	X			
Sara Dupont	At Large	X	X	X			
Meredith Senter	Central	X			X		
Bill Keating/vacant	Seacoast						
Kimberly Wade	Lakes Region	X	X	X			
Elena VanZandt	Connecticut Valley	X		X	X		
Amy Casey	Student Rep	X	X	X	X		
Thomas Davis	At Large	X			X		
Dianne Castrucci	Executive Director	X	X	X	X		
Bob Stowell	Guest/Advisor						

***Call to Order/Welcome***

1. President's Welcome – L. Brewer unavailable and D. Fontneau, President Elect, presided over meeting.
2. Introductions

***Consent Agenda Items***

3. Consent Agenda
  - May 26, 2022 Minutes
  - Executive Director Report
  - Committee Reports

**Elena made a motion accept the Consent Agenda.**

**Christine seconded the motion**

**No discussion, all in favor, no nays**

**Motion passed.**

***Discussion & Action Items***

4. Treasurer's Report

**Meredith made the motion to accept the Treasurer's Report**

**Chris seconded.**

**No discussion, all in favor, no nays**

**Motion passed.**

5. Executive Director Updates
  - a. Articles of Incorporation Amendments

**Elena made a motion to amend the articles of incorporation and for President to sign**

**Meredith seconded the motion**  
**No discussion, all in favor, no nays**  
**Motion passed.**

b. Staff bonuses/raises – Acknowledged the hard work her staff has put in especially around the move. Discussion ensued surrounding giving bonuses to staff either at Christmas time or now. Board members agreed to provide bonuses for staff, 1x now/1x Christmas. Christmas/end of year contingent on organization finances.

**Elena made the motion to accept staff bonuses 2x (now/End of Year) contingent upon finances.**

**Christine seconded.**  
**No discussion, all in favor, no nays**  
**Motion passed.**

c. Office move updates – staff has been remarkable and got the new office space up and running. Discussion about an open house/ribbon cutting – 9/19/2022, 2-4:30 with ribbon cutting ceremony at 2:30. Further discussion on logistics – guest list, refreshments, etc.

6. Scholarship Awards – vote for one NHADACA Member for each award
- a. NAADAC Conference (Indianapolis); travel and registration fee to be paid

**Tom made a motion to award Cary Clark the scholarship to attend the NAADAC Conference in Indianapolis**

**Meredith seconded the motion.**  
**No discussion, all in favor, no nays**  
**Motion passed.**

b. NEIAS Best Practices School (Virtual) no applications received

7. Annual Meeting – Agenda and Speakers. Dianne shared the annual meeting committee survey results and the majority of respondents preferred wither in-person or hybrid. The event will have hybrid capacity if the Manchester Country Club has improved their technology, particularly for the keynote.

- a. Schedule – The meeting will begin at 8:30 am, brunch at 10:15 am, and keynote 11:30 to 1:30 pm
- b. Meeting Speakers:
  - i. President (Moderator); Treasurer (Treasurer’s Report); Executive Director (ED Report, Introduce Staff); Nominations Committee Chair (Awards and Election Results)
  - ii. BDAS Representative – Dianne will invite BDAS to send a representative
  - iii. Governor’s Commission Representative – Dianne will invite Patrick Tufts
  - iv. LADC board member discussed, but we will wait and decide in September depending on the state of the rules changes at that time.
- c. Any other Guest Speakers? None identified
- d. Educational Presentation? Stimulant Use Disorder based on survey results

8. Personnel Manual

Dianne updated various changes the Personnel Committee proposed and reviewed each of those changes with the Board. Elena initiated discussion about where employees can get support for their concerns at all levels of the organization. A line to be added to recognize that employees can address their concerns to immediate supervisor or board members. Dianne also added lines to have Juneteenth and Columbus Day holidays.

**Christine made a motion to accept all changes to the Personnel Manual**

**Meredith seconded.**

**No discussion, all in favor, no nays**

**Motion passed.**

9. Strategic Planning Updates – Vision statement ideas shared with board. Will be brought up again in September for full board discussion.

Adjourn – 11:04 am

Respectfully submitted,

Christine M. McKenna, MS, LICSW, MLADC, CCTP  
NHADACA Board of Directors Secretary

**NHADACA**  
**Board of Directors Meeting**  
**September 22, 2022**

Name	Position	1/27	3/24	5/26	7/28	9/22	11/18
Linda Brewer	President	X	X	X		X	
Matthew Lee	Southern			X		X	
Christine McKenna	Secretary	X	X	X	X	X	
Chris Foster	Treasurer	X	X		X	X	
Diane Fontneau	President Elect	X	X	X	X	X	
Tina Holmes	At Large	X			X	X	
Alex Hamel	Immediate Past Pres.	X	X	X			
Sarah Pepper	North Country	X	X	X		X	
Sara Dupont	At Large	X	X	X		X	
Meredith Senter	Central	X			X		
Bill Keating/vacant	Seacoast						
Kimberly Wade	Lakes Region	X	X	X			
Elena VanZandt	Connecticut Valley	X		X	X		
Amy Casey	Student Rep	X	X	X	X	X	
Thomas Davis (vacant 9/22)	At Large	X			X		
Dianne Castrucci	Executive Director	X	X	X	X	X	
Bob Stowell	Guest/Advisor						

***Call to Order/Welcome***

1. President's Welcome

***Consent Agenda Items***

- September 22, 2022 Minutes
- Executive Director Report
- Committee Reports

**Christine made a motion to accept the Consent Agenda**  
**Seconded by Sara Dupont**  
**No Discussion**  
**All in favor**  
**No nays/abstentions**  
**Motion passes.**

***Discussion & Action Items***

3. Treasurer's Report was overlooked due to a shuffling of the agenda when Dianne needed to leave early for a funeral.
4. Executive Director Updates
  - a. Open house a success – approximately 75 people in attendance.
  - b. Registration of DBA: Clinician Wellbeing Network – Dianne registered the DBA Clinician Wellbeing Network for the new program that she and Bridgett are trying to secure funding to expand. An application was sent to the Opioid Commission for support with opioid abatement funds (\$500,000 per year for 2 years) and also will send a smaller \$25,000 application to the Dobles Foundation. We do not know if they will be funded but wanted to secure the name just in case.

- c. Funding updates - GOFERR office – awaiting word to start contracting process - \$300,000 support for one year for credentialing support program. Nothing concrete on funding stream through Senator Shaheen’s office which is for 2 years for the same program. The funds from Senator Shaheen are dependent on the passing of a federal budget. BDAS amending contracts – an additional \$100,000 this year and \$150,000 for next year is being added by BDAS for the NHTIAD contract.
5. Annual Meeting
- a. By-laws changes-- The By-laws have no changes for this calendar year. Any new potential changes to be addressed next year.
- b. Meeting Speakers: Patrick Tufts has accepted an invitation to speak and no word from BDAS yet.
- c. Educational Presentation – Dr. Sam MacMaster has accepted an invitation to speak about stimulant treatment.
- d. Award Nominations -- Discussion ensued as to various contenders for the different awards. Linda Brewer will email nominations to Dianne for the ballot. **Counselor of the Year**-Margo Walker & Lucille Buteau; **Thomas McTague Lifetime Achievement Award** Kelly Luedtke, Annette Escalante, Ron Sayers; **Lifetime Advocacy Award** Nikki Miller, Suzanne Thistle; **Legislative Advocacy Award** We need IDEAS; **Kathleen Taylor** David Mara, Congresswoman Annie Kuster; **Presidents Award** Alex Hamel
- e. Ballot – discussion about openings various positions. Christine McKenna accepted the nomination to run for President Elect, Matt Lee volunteers to run for secretary to replace Christine. Elena VanZandt will seek reelection for Connecticut Valley Rep and Amy Casey for reelection for Student Rep. Sara Dupont was willing to leave her At Large position to transition to Lakes Region Rep. Discussion about several open positions among board members and who would continue in their current capacity/term expired/different board roles.

**Motion to nominate Christine McKenna for President Elect made by Diane Fontneau**  
**Seconded by Chris Foster**  
**No discussion**  
**All in favor , No nays/abstentions**  
**Motion passes.**

6. Strategic Planning Updates
- a. Vision Statement Ideas - review by Diane Fontneau to the group. #4 selected “Quality education, expertise and wellness – meeting the substance use need of NH communities through a growing and vibrant workforce.”

**Motion to accept #4 option for Vision Statement made by Diane F.**  
**Seconded by Christine McKenna**  
**No Discussion**  
**All in favor , No Nays/No Abstentions**  
**Motion passes.**

7. Sara Dupont going to the National Social Work Conference this year. She stated SUDs would be more of a focus in future curriculum for social work students.

Adjourn – 10:15 am



**New Hampshire Alcohol & Drug Abuse Counselors Association**  
**New Hampshire Training Institute on Addictive Disorders**  
**130 Pembroke Road, Suite 150, Concord, NH 03301**  
**603-225-7060      NHADACA.ORG**

**DRAFT Minutes**  
**November 18, 2022**

**President's Welcome --- Alexandra Hamel**  
**Roll Call --- Christine McKenna**

Alexandra Hamel	Immediate Past President	Present	
Linda Brewer	Present		Absent
Diane Fontneau	President Elect		Absent
Christine McKenna	Secretary	Present	
Christopher Foster	Treasurer	Present	
Sara Pepper	North County Representative	Present	
Meredith Senter	Central Representative	Present	
Elena VanZandt	Connecticut Valley Representative	Present	
Tina Holmes	At Large Representative		Absent
Sarah Dupont	At Large Representative		Absent
Amy Casey	Student Representative	Present	
Mathew Lee	Southern Representative		Absent
vacant	Lakes Region Representative		
vacant	Seacoast Representative		
vacant	At Large Representative		

**Annual Meeting Minutes, November 19, 2021**

Christine made motion to accept Annual Meeting Minutes dated 11/19/2021

Seconded by Alexandra Hamel

All in favor, no abstentions, no nays

Motion accepted

**Executive Director's Report --- Dianne Castrucci**

Dianne provided an overview of NHADACA activities throughout the year and thanked our grantors Couch Foundation and NH Charitable Foundation, Sanborn Training, BDAS and other contractors and partners in making the move to a larger office suite and supporting our services and programs.

**Treasurer's Report --- Christopher Foster**

Elena made to accept Annual Meeting Minutes dated 11/19/2021

Seconded by Alexandra Hamel

All in favor, no abstentions, no nays

Motion accepted

### **Guest Speaker --- Patrick Tufts, NH Governor's Commission**

Patrick Tufts provided an overview of the restructuring of the Governor's Commission and thanked providers for the hard work that they do.

### **Guest Speaker --- Jill Burke, NH Bureau of Drug & Alcohol Services**

Jill Burke provided an overview of the BDAS initiatives and the absence of an Executive Director.

### **Annual Award Presentations--- Christine McKenna**

Award recipients are both nominated and chosen by vote of the NHADACA membership. Please join us in acknowledging each of these worthy nominees:

#### **Counselor of the Year - presented by Christine McKenna**

The Counselor of the Year is employed as an addiction counseling professional for not less than three years. This person works with clients/patients for a sustained period with individual or group contact to foster recovery from addictive disorders. This person demonstrates to the satisfaction of his/her peers, full compliance and support of the NAADAC Code of Ethics. Additionally, the following areas of competence and skill should be used to identify candidates for this award. The recipient demonstrates outstanding performance in some or all of the following competence areas: assessment, treatment planning, case management, communications, administrative skills, individual/group/family counseling, referral, professional relationships and professional integrity.

The nominees for Counselor of the year are Ella Driscoll, Lucile Buteau and Margot Walker.

This year the Counselor of the Year Award is being presented to Ella Driscoll.

Ella is a Master Level Alcohol and Drug Counselor (MLADC), Licensed Clinical Mental Health Counselor (LCMHC), and EMDR trained clinician. She has been treating individuals with substance use and co-occurring disorders since 2016. Ella has experience treating individuals in residential treatment centers and in private practice. Beyond her graduate education, Ella regularly enrolls in continuing education courses, receiving higher level certifications in the field of mental health counseling and the treatment of substance use disorders. Ella fully embraces the integration of the 12 steps in her work as a clinician and supervisor. Her experience and passion have led her to The Plymouth House, where she continues to promote a holistic approach to wellness as a core foundation of recovery. Ella is responsible for oversight of all clinical programming, quality assurance, state & insurance regulations and ongoing review of policies and procedures.

Words from Nicole Starr Bauman (nominator)

“Ella worked at Green Mountain Treatment Center for many years as a trauma-focused counselor and EMDR licensed practitioner, prior to becoming a Clinical Director for The Plymouth House. It is because of her, I learned of NAADAC and NHADACA. During this time, she held a large caseload, ran groups and still made time for emergencies, whenever called, and added EMDR clients at almost every request, when feasibly possible. She also maintained a strong sense of team for peers, available for moments of self-care reminders whenever necessary. During this time, with my own clients, I know for a fact she was the difference needed in no less than 5 clients of my own personal caseload of US Veterans, all traumatized with compound, complex traumas, when others would back away and not engage, during triggered moments. She is a consummate professional, on every level, and I am proud of my time working with her because I am a better professional for it.”

#### **Thomas McTague Lifetime Achievement Award - presented by Christine McKenna**

Thomas McTague died in 1996 and this award was created in his honor in 1998. Dr. McTague was chosen because he approached the substance use profession as a "calling" more so than a job. He was militant about ethics and ethical practice. He strongly believed in integrity, honesty, trust, compassion, tolerance and caring. He ran the substance use program at the NH Technical Institute and some would say he was NHTI. He was a power of example, mentor, teacher and cheerleader. The role he played inspired young people to come into the profession when much of the profession was aging. The recipient of this award has a minimum of 15 years in the addiction counseling profession or administration. This person is making or has made a sustained and significant contribution to the advancement of addiction counseling.

The nominees for The Thomas McTague Lifetime Achievement Award are Robert Lang, Nikki Miller (posthumously) and Annette Escalante.

This year, the award is being presented to Nikki Miller. (Her daughter, Stephanie Miller, will be on zoom from CA to accept the award on her behalf)

Nikki originally worked in San Francisco during the late 1970's and 1980's including supporting services for those suffering with AIDS at a crisis stage of the disease.

In the early 2000's Nikki began a long tenure in New Hampshire as advocate, champion, and counselor for many women recovering from substance use and eating disorders. She was driven to help women and those suffering with SUD's to increase access to trauma-informed services as well as overdose prevention. During her work at the Goffstown Women's' prison in the early 2000's, she spoke of her work there with deep compassion and determination to find ways for their voices to be heard. She initiated and developed a medium for storytelling to include the women she worked with to tell their stories in recorded form. These recordings were used publicly to raise awareness of the challenges facing incarcerated women. As the Chief of Women's Services at the NH DOC she contributed to many reforms and assisted in developing a statewide response to address the needs of female offenders. She understood that incarceration was at times a cruel consequence of substance use disorders, and the impact it had on women and families.

In 2006 she received New Hampshire's Woman of the Year Award from Governor John Lynch and was the 2007 YWCA recipient of the Susan B. Anthony award. She created and was the Executive Director of the NH Task Force for Woman and Addiction. It was her leadership that introduced women's leadership workshops to recovering women throughout NH as well as a hub for resources for women and children. During that same time, she was a professor at Springfield College, School of Human Services in Manchester, NH. Advocacy was a common theme amongst the courses she taught, and she wanted very much to encourage new counselors entering the field of human services to understand and embrace advocacy. Niki was one of a kind: brilliant, funny, compassionate, determined and anyone who knew her would attest she was a force of nature.

### **Lifetime Advocacy Award - presented by Christine McKenna**

The recipient of this award has worked a minimum of 15 years in the addiction counseling profession or administration. He/She possesses a strong dedication to the addiction profession as demonstrated by his/her involvement in, and commitment to, a variety of key organizations.

The nominees for this award are Kelly Luedtke and Suzanne Thistle.

This year this award is being presented to Suzanne Thistle.



Suzanne L. Thistle MA, MLADC has been designing programs for children, teens, adults and families for over 25 years. She specializes in designing, implementing and evaluating substance use disorder (SUD) programs and provides creative solutions to reducing substance misuse. She has designed, set up, and managed many intensive outpatient programs, one of which was for clients with severe and persistent mental illness who also have a SUD. Most recently she designed programs to be used in 3 different NH Hospitals: withdrawal management and a recovery support. Suzanne has been teaching at Plymouth State University for the past 10 years, a Drug Behavior class and has been working in the substance use disorder profession for 20+ years. She has a Master of Arts in Counseling Psychology with a Substance Abuse Concentration and a Bachelor of Science in Health Education: Wellness Management. Suzanne's past experience includes: Executive Director of 2 non-profit agencies, Clinical Director, SUD Program Manager, Clinical Supervisor and Therapist. She is a current Board member of the NH Association of Drug and Alcohol Counselors and the Chair of the Public Policy Committee.

### **Kathleen Taylor Legislator Award - presented by Christine McKenna**

This award is made to a NH legislator or Policymaker who has made a visible or measurable contribution to support the workforce development of the addiction profession or has supported the public's need for prevention, intervention, treatment and recovery services through advocacy.

The nominees are Congresswoman Ann McLane Kuster and Governor's Advisor on Addition, David Mara.

This year the award is being presented to Congresswoman Ann McLane Kuster.

Congresswoman Annie Kuster was born and raised in Concord, New Hampshire to a family that taught her the values of kindness and empathy. First elected to Congress in 2012, Annie is focused on bringing Granite State voices to Washington. As the founder and co-chair of the Bipartisan Addiction and Mental Health Task Force, Annie is working across the aisle to address the substance use crisis in New Hampshire and throughout the country and advance evidence-based approaches to end the opioid epidemic once and for all. Annie, a survivor of sexual assault, knows that assisting survivors is truly a matter of life or death, especially in times of crisis. That's why she founded and co-chairs the Bipartisan Task Force to End Sexual Violence to ensure survivors have a voice in Congress. Kuster is a member of the House Energy and Commerce Committee, where she serves on the Health Subcommittee, Energy Subcommittee, and the Oversight & Investigations Subcommittee. She is also a member of the House Agriculture Committee, where she serves on the Nutrition, Oversight, & Department Operations Subcommittee, Commodity Exchanges, Energy, & Credit Subcommittee, and Conservation & Forestry Subcommittee.

### **President's Award - presented by Christine McKenna on behalf of Linda Brewer**

The President's Award is an opportunity to recognize the contributions of an individual or group to the addiction profession, in recognition of a long and continued commitment. It reflects the Association's appreciation for their support of the addiction profession. The recipient is identified by the President with the Executive Committee confirming the selection. There is no requirement to present this award each year and no limit to the number of recipients in a given year. Unlike other awards, this award is given at the discretion of the President, who determines the purpose and requirements of the award. It is recommended that it be given based on achieved merits as they apply to the support or professional development of the recipient and his/her contributions to the addiction profession.

This year the award is presented to Alexandra Hamel.

Alex Hamel is currently the Director of Program Services at Keystone Hall, working in all aspects of residential and outpatient services and supervision. She received her Master's Degree in Counseling Psychology from Antioch New England Graduate School and is a Masters Licensed Alcohol and Drug Counselor.

Alex has experience working in programs to include crisis management, case management, medication assisted treatment, high and low intensity, and transitional living. Alex has been an adjunct professor at NH Technical Institute in the Addiction Studies Program since 2013. She served on the NHADACA board as the Student Representative and Central Representative from 2001-2006. Alex served a year on the Peer Review Committee and now serves on the Board of Licensing for Alcohol and Other Drug Use Professionals.

### **Board Member Election Results --- Alex Hamel**

#### **Plaques/Acknowledgment of Board Members leaving the Board --- Alex Hamel**

- Alexandra Hamel has been on the Board since May 2015, serving as President Elect/President/Past President for the past 6 years.
- William Keating served on the board beginning May 2019 and most recently served as the Seacoast representative
- Amy Baylaurel Casey served two years as the student representative and participated on the Strategic Planning Committee.

#### **Announcement of New Board Members --- Alex Hamel**

- Secretary: Matthew Lee
- Lakes Region Representative: Sarah Dupont
- CT Valley Representative: Elena VanZandt
- Southern Representative: Doreen Boutin
- Seacoast Representative: Maury Elsasser
- At Large Representative: Carol Furlong
- At Large Representative: Phoebe Axtman
- Student Representative: Catherine Burns

### **Adjourn Business Meeting and enjoy Brunch and Networking**

#### **Introduce Presenter/Presentation - Christopher Foster**

**“Working with Individuals Who Use Stimulants: Current Issues & Best Practices” with Samuel MacMaster, PhD**

#### **Presenter Biography**

**Samuel MacMaster, Ph.D.** is an Associate Professor within the Department of Psychiatry at Meharry Medical College and serves as the Executive Director of the Elam Mental Health Center, the primary indigent care behavioral health provider for the city of Nashville. He previously held academic positions within the Department of Family and Community Medicine at Baylor College of Medicine and the College of Social Work at the University of Tennessee. For the past three decades, Dr. MacMaster has worked with numerous organizations to design and implement addiction treatment programs throughout the country. He has produced three books and over seventy-five peer-reviewed publications related to substance use; and has significant clinical experience working with people who use drugs.