



**Arizona Parents Commission on Drug Education and Prevention  
Meeting Minutes**

---

**January 9, 2019  
10:00 AM**

**Arizona State Capitol  
1700 W. Washington St.  
Phoenix, AZ 85007  
Executive Tower, 2<sup>rd</sup> Floor Conference Room**

**A general meeting of the Arizona Parents Commission on Drug Education and Prevention convened on January 9, 2019. Notice having been duly given. Present and absent were the following members of the Parent's Commission.**

**Members Present**

Bryan Cox, Chair  
Raynee Schneider  
Denise Beagley

Bryan Harris  
Kristine FireThurnder  
Eric Meaux

Beatriz "Betty" Hurtado  
Laura Ciscomani (via phone)

**Members Absent**

David Reede

**Staff and Guest Present**

Maria Cristina Fuentes, Governor's Office  
Malcolm Hightower, Governor's Office  
Leona Morales, Governor's Office  
Terrilyn Miller, Governor's Office  
David Suda, Governor's Office  
Samuel Burba, Governor's Office  
Catie Clark, ACJC

Lauren Heichel, Community Bridges  
Emma Torres, Campesinos Sin Fronteras  
Barb Garden, Terros Health  
Priscilla Canez, Touchstone Health Services  
Betty Caratachea, CPLC Parenting AZ  
Amy Bass, PPEP, Inc. CPC

- A. Call to Order**  
**Commissioner Bryan Cox, Chair**, called the meeting to order at 10:03 AM.
- B. Welcome/Introductions**  
**Commissioner Cox, Chair**, welcomed everyone and asked all members to introduce themselves.
- C. Approval of Minutes**  
**Commissioner Cox, Chair**, requested a review of the November 14, 2018, meeting minutes.  
**Commissioner Meaux** made a motion to approve the minutes. The motion was seconded by **Commissioner Beagley** and approved by all.
- D. Conflict of Interest Training**  
**Commissioner Cox, Chair**, introduced Anni Foster, General Counsel at the Governor's Office. Ms. Foster provided a detail overview of the rules and procedures Commissioners are required to follow to avoid conflicts of interest in their positions. She started by giving a disclaimer that anything she says is not to be construed as legal advice. From the perspective of the Governor's Office,

Commissioners are treated like employees when it comes to conflicts of interest and are held to the highest standard. The purpose of conflict of interest law is: 1. to avoid situations where a public employee's personal or financial concerns conflict with the unbiased performance of the employee's public duties; 2. to insure that public resources are used for public purposes; and 3. to prevent self-dealing. Conflicts of interest can be either pecuniary (financial) or proprietary (ownership). A substantial interest is a pecuniary or proprietary interest, direct or indirect, of a public officer or employee or their relative that is not one of the "remote" interests listed in the Arizona Revised Statutes. A public employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall disclose that interest and refrain from voting upon or participating in any manner as a public employee in such contract, sale or purchase. Furthermore, even if the employee does not have a substantial interest in a decision or contract, if one of his/her relatives has a substantial interest, the public employee must disclose the interest and refrain from participating in the matter. Conflicts of interest do not require intent to be classified as violations. Relatives that apply when it comes to conflicts of interest include: spouses, children, grandchildren, parents, grandparents, siblings, spouses of siblings, and in-laws. First cousins do not count. The Arizona State Legislature has enumerated TEN "remote interests" that do not impermissibly influence a person's decisions or actions. Unless the interest falls within one of the statutorily specified remote situations, the pecuniary or proprietary interest is considered substantial. The remote interests are: 1. Non-salaried officer of a non-profit corporation, 2. Landlord/tenant of a contracting party, 3. Attorney of a contracting party. 4. Member of a non-profit cooperative marketing association, 5. Stock ownership of less than 3% of the shares of a corporation for profit, if the income provides less than 5% of your total annual income, 6. Reimbursement of expenses, 7. Recipient of public services generally available, 8. Relatives of School Board members, other than spouses or dependents, 9. Interests of other public agencies, and 10. Class interests. In general, commissioner should disclose the conflict of interest in writing to GOYFF staff, list any holding by you or a relative that may require disqualification in future matters, and notify GOYFF staff of new conflicts when they arise. Consequences of violating the conflict of interest statutes include civil suits, criminal liability, forfeiture of public employment, and/or nullifying contracts. Lastly, Ms. Foster encouraged commissioner to consult the Arizona Attorney General Agency Handbook for further and more detailed guidance on conflicts of interest. Each employee must strive to avoid even the appearance of impropriety and should always err on the side of caution in these matters.

#### **E. Discussion & Approval of New RFGA**

**Travis Price** provided a preliminary estimate of what the Parents Commission's budget will look like for Fiscal Year 2020. To start, he stated that the budget will look very similar to that of 2019. Revenues for the Commission have been steady year over year. The budget tends to be 10% higher than actual incurred expense. The budget is almost always approved for the entire amount, but is unlikely to be completely used. Reasons for this include vacancy savings, overestimation by subgrantees, and subgrantees not spending all their funds. Money that is not spent stays in the balance of the Parents Commission fund – it does not disappear. The fund has a balance of roughly \$4.1 million. The Governor's Accounting Office seeks to have more than 50% of the budget present in the fund but less than 80%. Typically, \$500,000 is set aside in each budget to help pay for evaluators, the collegiate recovery program, and to provide a source for discretionary funds.

**Commissioner Cox, Chair**, asked what role the Governor's Accounting Office plays in each step of the process of budget creation and evaluation. Mr. Price stated that Accounting is typically very involved early on in the budget creation process and the Request for Grant Applications (RFGA) process. Further, all grants are monitored on a monthly basis.

**Leona Morales** then provided a summary of the RFGA process for the Parents Commission grant. Commissioners were provided with a timeline of activities that will be conducted as part of the RFGA process. The RFGA will be released during the first week of February 2019. The RFGA will be publicly available for six weeks. Ms. Morales is not permitted to solicit applications or talk about the RFGA publicly during this time. The main point of contact for applicants will be Sarah Bean in the Governor's Office. Ms. Morales is working steadily to publicize the RFGA before it is released to the public. All applications are being submitted and processed through an electronic system called

ECivis. Evaluators will be able to read and score applications within this system. Ms. Morales hopes that the online system will make the RFGA process more efficient. Applications are ranked by how evaluators score applications out of a total of 1000 points. Recent changes to the RFGA document are largely related to making verbiage in line with the new online system. General terms and conditions are the most current. 45% of funding is reserved for urban applicants, 40% is reserved for rural applicants, and 15% for tribal applicants with the ability for us to make adjustments based on the number of applications received.

**Commissioner Cox** made a motion to approve the RFGA as written. The motion was seconded by **Commissioner Schneider** and approved by all.

**F. Presentation – Arizona Youth Survey**

**Catie Clark** provided an overview of the 2018 Arizona Youth Survey (AYS). The Arizona Youth Survey (AYS), mandated by A.R.S. §41-2416, is a biennial survey of 8th, 10th, and 12th grade students in all 15 counties in Arizona. The survey asks youth about their experiences with topics such as substance use, school safety, bullying, gang activity, and other problematic behaviors, as well as the risk and protective factors that influence the prevalence of these behaviors. The AYS is grounded in empirically driven and research-based theories of youth development, and provides a wealth of information that is used to improve the circumstances in which all Arizona youth live and learn. For years, the AYS has been utilized by a number of coalitions, non-profit agencies, government agencies, Regional Behavioral Health Authorities (RBHA), local school districts, and state universities in order to: identify the nature and extent of various problem behaviors; assess the performance of prevention and intervention efforts; guide program and policy decisions that affect prevention and intervention efforts; design and implement a new program and/or policy; and apply for competitive funding opportunities to solve a variety of problem behaviors. The AYS is administered by teachers or other administrators in each school. Staff at the Arizona Criminal Justice Commission (ACJC) have designed a quick, easy survey process for all schools involved. The survey is anonymous. No student-identifying information is collected for the survey. Student participation is completely voluntary. Not only are parents/guardians able to decline approval for their student(s) to participate in the survey, but students are also given the ability to opt-out of completing the survey at any time in the process. Participation in the AYS is completely free for schools. The ACJC provides all materials needed to distribute and return surveys for analysis. The survey is available through online or paper-pencil formats, and takes about 45 minutes to complete. Schools select the specific day in which the survey will be administered to their students. In recognition of the valuable information provided by the AYS, the legislature has exempted it from state requirements mandating the use of active parental consent forms. Thus, the AYS uses passive parental consent forms which allow a parent to opt their student out of participating in the survey. The survey covers a variety of topics including: substance use, gang involvement, problematic behaviors, school experiences and interactions, bullying, family interactions, goal-setting and future orientation, risk and protective factors (RPFs), and other contextual factors. Important findings from the 2018 AYS includes: 1) there has been a slight increase in 30-day substance use and lifetime substance use, 2) there has been a massive increase in e-cigarette usage accompanied by a consistent decrease in cigarette usage, 3) there has been a slight decrease in alcohol usage, 4) there has been a slight increase in marijuana usage, and 5) there has been a significant decrease in prescription pain reliever usage. Key reasons youth report using substances include: 1) to deal with stress from parents and family, 2) to deal with stress from peers and friends, 3) to deal with stress from school, and 4) to have fun. Key reasons youth report not using substances include: 1) they are not interested, 2) they feel it could harm their bodies, 3) their parents would be disappointed, and 4) their parents would take their privileges away. Key takeaways from the survey are: 1) Overall use of substances is up, including both 30 day and lifetime. This is largely being driven by increases in e-cigarette and marijuana use. Use of all other substances is down, 2) Students report perceiving marijuana to be the least risky of all ATODs, 3) Dangerous driving behaviors are down, 4) There is still work to be done at the county level, especially in regards to cigarette and prescription pain reliever use. Ms. Clark concluded by stating that the AYS can be accessed entirely online, and she encouraged anyone with specific questions to contact her directly.

**Maria Cristina Fuentes** stated that the work being done by the AJJC in the AYS should be reflected in the Parents Commission RFGA. She encouraged the commission to be responsive to trends in youth substance use.

**Commissioner Meaux** stated that it is encouraging to see delinquent behaviors going down. He said this is in line with arrest reports over the last several years.

**G. Subgrantees Update**

**Ms. Morales** provided an update on Parents Commission subgrantees and on how she will report on subgrantees in the future. She stated that she will give updates on each of the Commission's subgrantees at every meeting going forward. Commissioners were given a list of all current subgrantees. There are currently 23 subgrantees funded by the Parents Commission, with representation across the state of Arizona. Subgrantees are undertaking a variety of projects to help strengthen families and prevent substance abuse. Ms. Morales went on to state that monthly reporting for the grant has continued steadily. Ms. Morales reviews all reports closely, making sure that subgrantees are meeting their goals and objectives listed. She also provides help with any technical, compliance-related or procedural difficulties. In the future she intends to have at least one subgrantee present at Parents Commission meetings so they may showcase their successes and highlight the essential work they are doing across the state.

**H. Announcements**

**Commissioner Cox, Chair**, opened up the floor for announcements.

**Commissioner FireThunder** encouraged all commissioners to attend Indian Nations and Tribes Legislative Day on January 16<sup>th</sup>, 2019.

**Commissioner Beagley** encouraged all members to attend the 16<sup>th</sup> Annual Phoenix Area Indian Health Service Integrated Behavioral Health Conference, which will be held from February 5<sup>th</sup> to 7<sup>th</sup>, 2019, at the ASU Center for Applied Behavioral Health Policy. Commissioner Beagley also encouraged all member to attend the Winter Institute for Public Safety & Behavioral Health Conference, which will be held at the ASU SkySong Innovation Center in Scottsdale, AZ, from February 13<sup>th</sup> to 15<sup>th</sup>.

**Commissioner Cox, Chair**, stated that the Chandler Police Department's Crisis Intervention Team has been awarded funding (1 of only 2 selected) from the FBI to do train the trainer trainings for other organizations across the state.

**Commissioner Schneider** stated that the Prescott nonprofit of which she is a part, Armed to Know, has hosted several successful community events over the past few months focused on substance abuse prevention, cell phone addiction, the dangers of pornography

**I. Future Meeting Agenda**

**Commissioner Cox, Chair** stated that the next meeting of the Parents Commission will be held on Wednesday, March 20, 2019 at the Arizona State Capitol Executive Tower in the 3<sup>rd</sup> Floor Conference Room.

**J. Call to the Public**

No public members wished to address the Parents Commission.

**K. Adjourn**

A motion was made to adjourn by **Commissioner Schneider** at 11:54 AM and seconded by **Commissioner Beagley** and approved by all.