



**Executive Committee Meeting
MINUTES
December 16, 2015
EHS Conference Room**

Topic/Goal/Strategies	Description/Action	Next steps/ by whom
Welcome and Minutes Review	Minutes November 17, 2015 approved. <i>Present: Ruth, Kim D, Stephen L, Sue W, Tricia D, Al S, Lois L, Gail C, Cherry S, Laurie L, Chris L</i> <i>Regrets: Nancy F</i>	
Building Capacity: Staffing update Relationship with SADD: Committee Updates: Finance	<p>Christopher Lukasik hired as Youth Outreach Liaison How are we going to pay for the position? Finance committee delegated to Ruth and Nancy Ruth and Nancy came up with \$11,000 salary; more hours now and less hours later. Jan-Jun will be 3 days a week, Summer 2 days a week, stabilize 15 hours in September Talked to Sue Cairn our evaluator -> lessened the amount of evaluator cost. They will still be a data and evaluation source. Required trip money that gets released each year, took funds from there.</p> <p>Motion to create the Youth Outreach Liaison position at a salary of \$11,000: Gail Second: Al Unanimous passed</p> <p>Kevin Burke and Sue Welson are splitting duties for advising. Once a week meetings at 7:15am, Chris will attend the first meeting in January.</p> <p>Finance Committee approved the budget for salary as mentioned. Also approved a budget to send representatives to CADCA.</p> <p>CACDA Conference in Washington DC – Two workshop days, One day with SAMHSA, One day at the capitol to meet your Senators and Representatives. The summer one is more extensive. Good political event. Budget: 2 adults and 2 youths for the February event. Hotels are being held on Ruth’s card. Suggestion to send a few people now and send a few later to the summer one hopefully.</p>	<p>Chris and Ruth will attend 12/23 SADD Meeting. Chris will attend weekly.</p>

<p>Sustainability Plan</p>	<p>Motion to spend funds to send Christopher and Ruth to CADCA First: Laurie Second: Al Unanimously Passed</p> <p>Ruth sent out the plan out on time. Any miscommunications were cleared. Report looks good and all suggestions were incorporated. Voting on Approving the Sustainability Plan: Motion: Sue Second: Cherry Unanimous</p>	
<p>Parent Work Group:</p>	<p><u>Social Norms Campaign</u> Images: Work group volunteers got a lot of feedback from parents and decisions were made about which images were going to be used. End of January at the latest will be when we release the first campaign Product: We cannot do anything above 4x6 postcards, due to postcard stamps not allowing it so stick with 3x5 size. We could sell them back to the post office. The images should be worth keeping. Discussion about having the SADD students give feedback on this campaign, even though they are not our target audience. After some debate, all agreed it would be helpful on multiple levels to get their input, and continue to build relations with them.</p> <p><u>Childcare at Events:</u> Four teens helped out with child care at the Charlie A event in Dec., but there needs to be more structure with the child care so there's something to do and the children can be occupied. For future, we should be asking ages of children, and set a limit on how young a child can be. We have to make sure people understand that childcare is given by volunteers, not professionals.</p> <p><u>Charlie Appelstein Event:</u> Overall excellent event, but the acoustics and location of the room need to be taken into account as his back was to some people the entire night. Will probably not hold a regional professional event again, but both the clinical and parent events were excellent.</p> <p><u>Policy Luncheon from HOPE, SAPC:</u> Friday, December 11th HOPE staff reported on opioid use and SAPC staff reported on alcohol and tobacco policies. Ruth shared her conversation with the presenter, DJ Wilson, who advised that even though our Board of Health is incomplete and is not currently acting, action can be taken. They can be empowered by getting City Council to get a resolution to support the campaign. This will motivate the BOH and Licensing commission. Next step will be with the Policy work group on motivating City Council. Coalition can present to City Council and target those who have been our</p>	<p>Ruth and Chris to attend 12/23 SADD meeting to get perspective on Social Norms Campaign</p>

