



Executive Committee Meeting
Minutes
September 16, 2015
Payson Ave Conference Room 6-8 pm

Topic/Goal/Strategies	Description/Action	Who leads/Next Steps/By Whom/When
Welcome and Minutes Review	<i>Present: Stephen Linsky, Gail Canon, Sue Welton, Cherry Sullivan, Beth DiCarlo, Lois Levin, Alan Schadel, Tricia Dandrea, Erin Zuzula (Data Comm), Catherine Brooks (Data)</i> <i>Regrets: Nancy Follansbee, Veronica Hing, Kim Durand, Laurie Loisel</i>	Cherry
<p>Building Capacity:</p> <p>Vote on By-Laws</p> <p>Review Coalition Survey and PNAS data</p>	<p>By-laws are unanimously approved. Final vote by anyone who hadn't already voted either online or at last meeting.</p> <p>Ruth reviewed some key data points of PNAS (youth) survey, along with Catherine Brooks, our evaluator from CES. Discussion about the results included concerns that “talk to your kids” isn't enough of a message and we need to be sure parents get specific skills building info. Agreed it would be good to give positive recognition to the middle school for the good work that seems to be happening there based on data results. Could we post on facebook page? Ruth mentioned that she did show the positive trend data to the entire school district staff at professional development training in August. We could have a positive role modeling info session of some kind for parents at some key points during the year regarding drinking and driving in particular such as SuperBowl weekend. Perhaps students could create this message and help convey it. Other suggestion: begin to regularly present a 5-minute blurb before many school or community events (eg plays, dances, etc) that shares some important fact or data point relevant for parents/youth with prevention message. Discussed the SBIRT approach—Strategic Behavioral Intervention and Referral to Treatment—and our interest in initiating this in Easthampton. Sue shared that the SOS suicide prevention program at EHS touches on this in some ways, and guidance and the administrators already meet weekly to think about related issues.</p> <p>Findings of Coalition Satisfaction Survey were discussed briefly focusing on: overall, very positive and we seem to be on right track; keep meetings “mixed use” with skill building,</p>	<p>Cherry</p> <p>Data Committee joins this mtg. Ruth can post info on facebook, present to other groups, along with any EC or student members who want to present data. When youth outreach liaison is hired, they could pursue these projects with students.</p> <p>Ruth and Nancy F are still investigating how to make SBIRT a reality.</p>

<p>Staffing update</p>	<p>action steps, sharing info and updates; full coalition meetings will happen 3x year with next meeting on January 28 and then one at the end of April probably. Suggestion of a regularly scheduled Executive Comm Meeting with proposed third Wed of month at 6 pm, next one is Oct. 21.</p> <p>After discussion, it was agreed by this committee to support increasing the budget for a youth outreach liaison in order to create a 2 day a week position. Ruth has taken on a student intern from UMass in public health to help with the family education program.</p> <p>For the Oct. 7 coalition meeting we brainstormed what to do: present on the 2015 data; have a brief overview of the Motivational Interviewing technique to help people understand what it is and encourage sign ups; we should have several parent or other events scheduled that we can promote and have fliers about; after reviewing data we could engage members by giving them dots to put next to data we have around room (which one surprised you the most; which one concerns you the most; which one do you like the best, etc)</p>	<p>Ruth will send out doodle or email about EC regular meetings, and advertise the full coalition mtgs</p> <p>Nancy and Ruth will work with the Year 3 budget to free up more funds, and post the position immediately.</p> <p>Ruth will ask John Brelsford for help on the MI piece. Ruth and Cherry will work on agenda for Oct. 7</p>
<p>Site visit and role of EC</p>	<p>Reviewed agenda for the site visit and role and expectations of EC members. Review sustainability plans and policy initiatives. EC will meet with Greg Grass at 2:30 at Payson. If anyone wants to also come to the community stakeholders luncheon they can let Ruth know.</p>	<p>Ruth will send out sustainability plan</p>
<p>Funding & Budget Review</p>	<p>Did not have much time to discuss or review, but we had discussed it in context of hiring a part time youth outreach worker. Ruth reiterated need to be sure we had spent all our money except for 10% of grant (12,500) and invited anyone who wanted to help her manage this over next week to contact her.</p>	<p>Nancy Ruth</p>
<p>Decrease alcohol access</p>	<p>Tabled til next meeting. Ruth and Al have been meeting with businesses in town to build relationships, get good info and interview the owners about their concerns. Been going well.</p>	