



**Executive Committee Meeting
MINUTES
January 20, 2016
EHS Conference Room**

Topic/Goal/Strategies	Description/Action	Next steps/ by whom
<p>Welcome and Minutes Review</p>	<p>Minutes December 16, 2015 approved. <i>Present: Ruth, Kim D, Stephen L, Sue W, Tricia D, Gail C, Laurie L, Chris L, Nancy F, Lois L</i> <i>Regrets: Al S, Cherry S</i></p> <p>Approval of Minutes: Gail Tricia Approved</p>	
<p>Site Visit Recommendation Review:</p>	<p><i>Coalition Satisfaction Survey</i> -“In addition, you may want to include a coalition effectiveness evaluation.”</p> <p><i>Parent Outreach Coordinator</i> -There is justification for us to look into a parent outreach coordinator. Ruth is doing a lot of the parent outreach. Not sure where the money would come from. There is a lot of work being done by the parent work group. School Dept has talked about it but do not have the funding for it. Superintendent Update is reaching out to a lot of parents, and there have been numerous Coalition mentions.</p> <p><i>Cultural Competence</i> -Recommendation was to consult with an experienced person about training on cultural differences.</p> <p><i>Concurs with hiring Youth Outreach Person</i> -Woohoo!</p> <p><i>Compliance Checks should happen 3x year</i> -Adjust modest budgetary amount up. Ruth will get more information on what this action item means. -\$4,590 current. Will be increased</p>	<p>Ruth will print out the questions to bring up at the next meeting.</p> <p>Ruth and Chris will discuss ways to reach other languages.</p> <p>Ruth will reach out to Greg to gain more understanding of the compliance check budget changes.</p>

<p>Review of Year 4 Budget (Y4B) and Action Plans (AP)</p>	<p>Any other comments: -If we are in a transition to somewhere near sustainability. Modest budget but it doesn't seem sustainable. Compliance Checks typically is carried out by the municipality. -Greg might be setting us up to apply for Year 6-10 funding. Begin with a volunteer Parent Outreach Coordinator, gather the data and prove to us that we can fund a position that will be worth it.</p> <p>Review and Approval of Year 4 Budget and Action Plans. Deadline is Monday 1/25 for Fiscal Year starting 10/1/2016. Finance Committee still reviewing the budget.</p> <p>This is the first year that we know what we can do. It is a useful reflection of the line items that the school is using. No plan to radically change what we are doing. Big implementation: SBIRT into the schools. Working in SBIRT training to the District Nurse.</p> <p><i>AP - Changes on Substance Use Related Strategy 4:</i> "Plan on exploring" with new health-related faculty members.</p> <p>Y4B - Contracts: Much less support with CES; we will do the PNAS survey, they design it and print it up. Ruth can run it, but CES needs to create the survey. They also are good for data analysis. We will have a lot less "other" support.</p> <p>Other Comments/Questions:</p> <p>Year 3: Where is the funding for the Summer CADCA Conference? -Needs to ensure about carryover funding for CADCA. We have some funds, but we need to bring 1 adult and 2 youth for Summer CADCA.</p> <p>Year 4: Do you have to call them evaluation consultant? Would CES be able to cover the cultural competence? -We want to carry out CC trainings in year 3, before October. CES is our evaluation consultant.</p> <p>Motion to Accept Budget & Action Plan First: Lois Second: Laurie Motion Approved</p>	<p>Ruth will check to see if carryover funds can be used for CADCA.</p>
<p>Event and Committee Update</p> <p>Policy</p>	<p>Event/Committee Update:</p> <p>1. Policy Work Group – plans for city council support for alcohol and tobacco regulations. Bring forward a resolution to empower the BOH and Licensing Commission to move forward with Tobacco and Alcohol regulations. The tobacco regulations are the same as Southampton and other surrounding communities that are trying to raise the age to 21.</p>	<p>Chris will follow up with people who took posters when it is time to change them.</p>

