



Executive Committee Meeting
MINUTES
October 10, 2018
White Brook Middle School
5:15-6:45 pm



Topic/Goal/ Strategies	Description/Action	Next Steps
Welcome and Minutes Review	<p>Present: Albie Park, Shannon Hicks, Kim O'Leary, Stephen Linsky, Laurie Loisel, Ruth Ever, Corinne Briggs</p> <p>Regrets: Sue Welson, Cherry Sullivan, Rick Rogalski, Tammy Kaleta, Lois Levin, Julie Anne Levin</p> <p>Minutes by: Corinne Briggs and Ruth Ever</p> <p>Volunteer logs were distributed and completed by EC members.</p>	
Building Capacity	<p>Funding Update and Discussion</p> <p>1) Review budget</p> <p>a) The City is unable to cover benefits for Ruth, so the Coalition must budget for this. Unfortunately, the Coalition does not have enough carry over to cover 2 part-time staff through Sept. 30, 2019. The Coalition is able to reapply for the DFC grant in February/March, but results would not be known until September. With Ruth continuing at 20 hours with benefits, the Coalition is able to employ Corinne until April 1. However, this would leave little money for programming.</p> <p>b) We discussed next steps for this year. Members expressed frustration about not having the summary report showing where our weaknesses lie to help guide our actions. The Project Here budget was resubmitted with an addendum now that the DFC grant outcome was known.</p> <p>c) The EC will have to reassess if we want to continue with SFP10-14.</p> <ol style="list-style-type: none"> 1. With the Project Here grant and a Facilitator Training in January (with pre-scheduled snow days), we should be able to stay on the radar with Iowa State University folks which is helpful for future collaborations or work. 2. By holding a Facilitator Training, we could generate some revenue by charging anyone who plans to implement it outside of Easthampton. We do need a minimum number of people to run the training, so we need to begin promoting the training asap. Project Here allows us to pay for substitute teachers, if needed, for any teachers wanting to attend the Facilitator training. If we do not need to pay for substitute teachers, this money will be available for use in other ways. 	<p>EC will wait for summary report from DFC before setting clear priorities for rest of year. Should be out by early November.</p> <p>Corinne/Ruth: Choose date for training (Thurs.-Sat. or Fri.-Sun.) & reserve space at either EHS or Public Safety Complex</p>

	<p>3. Ruth presented on SFP10-14 at the Hampshire Bar Association at which time Ruth was connected with DCF in Northampton. Information on SFP10-14 will be shared with their Greenfield office in the hopes that we can get some referrals.</p> <p>2) Full Coalition Meeting on Wed. Nov. 14? Agenda items? Panel discussion on Trauma informed care?</p> <p>a) The EC agreed that we can consider the Resilience film screening event on 10/3/18 as our Full Coalition meeting and not have another large meeting this fall. Especially since things feel quite uncertain this month.</p> <p>b) We will plan to hold our next Full Coalition meeting February 2019.</p> <p>3) Strategic Planning Retreat: Proposed dates? Who facilitates?</p> <p>a) The EC agreed that we should postpone our Strategic Planning Retreat until 2019 as the EC needs to first review and meet to discuss the DFC report as to why we were not awarded the DFC grant</p> <p>4) Coalition Satisfaction Survey</p> <p>a) A survey will be designed for all Coalition members this fall/early winter to get feedback from members.</p> <p>5) Other data collection. We did not discuss this in detail</p> <p>6) House Parties</p> <p>a) This year, instead of scheduling coalition meetings, we will recruit community members willing to invite a few friends and neighbors over one evening during the week or weekend for an hour to have an informal and frank conversation about drug prevention. The host will provide the space, chairs and a couple of snacks. The Coalition will provide support, a note-taker, a facilitator, some info to share and questions to pose to get the conversation started.</p> <p>b) The goal is to hear from those parenting children (teens and preteens in particular) or working with children in Easthampton or any other concerned community members or sector members.</p> <p>7) Notifying CIAs Not clear how important it is that everyone be formally informed, since our work continues regardless of funds.</p> <p>8) Investing in Conversation Starter cards? Everyone seems excited about doing these cards, as a way to generate engagement, encouragement family fun, and possibly make a little revenue for the coalition.</p> <p>9) Updates and Debriefs:</p> <p>a) Resilience The Resilience Film screening was coupled with Nuestra Historia- Latino Heritage month in Easthampton. The event had a wonderful turnout with speakers, food, a performance, the film and a rich discussion on building Resilience in our community.</p> <p>b) SFP10-14 video testimonials</p>	<p>Shannon: will help think of other referrals Ruth: Share minutes from 10/3</p> <p>Will reconsider when to have SPR once we see the summary report</p> <p>Corinne/Ruth: will develop & disseminate the survey</p> <p>Kim and Albie will meet Friday, 11/2 to discuss the first house party at Kim's home.</p> <p>Ruth will follow up with new graphic designer recommended to us, Bob Hanke.</p>
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Gabe Aquino and his daughter (participants in SFP10-14) assisted in making a SFP10-14 video testimonial. Credit is given to Lexi Paulin, who is a student at EHS, and Easthampton Media for their work on this video. This video will be used to recruit families for other sessions. Other testimonials are in the works.

c) Compliance Checks in September

Corinne and Laurie joined 4 UMass students and the Easthampton Police Department for an alcohol compliance check in September. There was one violation.

d) Melinda Calianos presented on vaping at the EHS school staff meeting on Oct. 1 and also at a parent café at EHS on Oct. 10. Ruth attended both sessions to show support from the coalition. No parents showed up for the parent café.

e) October Library book display for Drug Awareness month

After we approached them and asked, the Emily Williston Memorial Library put up a book and resource display on for October Drug Awareness month. Books on this topic are available to check out from the display. The Coalition also has relevant handouts available.

f) There is a suggestion to hold a workshop on non-violent communication for families/teens and parents.

This is something we can revisit for the winter or spring.

Next meetings:

November 14, EHS Rm. #104, 5:15 – 6:45 pm

December 12 meeting will need to be moved to earlier in the day or moved to another day if the next cohort of SFP10-14 runs as scheduled.