

Tiverton Prevention Coalition

Minutes April 13, 2015

Present: Jenni McNamee, Sally Black, Susan Gill, John Mattson, Chris O'Toole, Edith Borden, Dave Frerichs, Chris O'Toole, Joe Runner, Rebecca Elwell

1. **Welcome/Introductions:** Welcome to Dave Frerichs, Tiverton Middle School assistant principal. Happy Birthday to Joe Runner.
2. **Approval of Meeting Minutes:** March meeting minutes: Joe requested amendment to notes regarding the Health and Wellness committee- to read Tiverton is one of the few school departments in the state to meet with students for feedback on the lunch program. Motion to approve minutes as amended: SG/JM all in favor.
3. **Membership recruitment:** Rebecca thanked Susan, Ray, Linda and Seena for their participation on the Membership Committee. Committee has met three times since last meeting- with three areas of focus: 1) Identify individuals and organizations to meet with to recruit additional coalition members/supporters. 2) Describe three levels of coalition involvement- coalition member, advisory partner, Friends of Tiverton Prevention. 3) Discuss and create new member orientation packet

Rebecca distributed description of membership categories with the request for members to review and submit feedback. (see attached)

4. **By-Law Review:** Membership and Voting: a bylaws review will be necessary given changes to membership categories. By-laws will be distributed electronically prior to the next coalition meeting. Members are requested to review and bring suggestions to the next meeting (May 11).
5. **Reports:**

Evaluation: John distributed the Coalition Membership Survey Report- 11 surveys (out of 13 were returned to him). (copy of report to be sent to members via email.) Coalition members are requested to please review summaries in each section and the overall recommendations at the end.

Highlights:

- Coalition needs increased representation by Tiverton residents; as well as parent and business representation.
- Coalition should investigate the potential for sub-populations existing in the community to ensure representation. (LGBTQ population, military families, disabled individuals,

children being by grandparents, single parent families) Joe recommended a focus on seniors as well.

- Coalition is in need of increased youth voice: potential for Jenni's students to become participants
- Members need to record volunteer hours (log provided)
- Members indicated a desire for more education/training about substance abuse topics.
- Results indicates a need for more community support and partnership involvement.
- Focus shift from the perception that the Coalition is a committee of the "school" to the perception that the Coalition is a community entity.
- John recommends providing training on "Theory of Change" (how we are going to achieve population level change)

Member Volunteer Services Log distributed to record monthly coalition volunteer support.

B. Dr. William White Scholarship: \$2050 in account; deadline for submission of applications is Friday April 17.

C. Communications: O+P: Chris and Ed are developing a powerpoint presentation to used with community organizations. Rebecca will be meeting with individual groups to seek a commitment to supporting the coalition's communication plan (i.e assisting with newsletter distribution). The meetings will also be an opportunity to present membership options to a wider group of individuals.

D. Youth Program Coordinator: Jenni reported that she has met for the past two weeks with the group formerly known as "ATT" in the conference room during HS advisory period on Thursday. The group has decided to change their name to "Coalition Café." The group is interested in becoming positive role models for younger kids. (anti-tobacco, and alcohol). Mocktails event scheduled for during lunch on April 16th.

Tobacco: students will be following up on their zombie walk by coordinating a "butt" clean-up at Bulgarmarsh park along with the creation of an anti-tobacco banner to be posted at the skate park.

Calendar of activities: a calendar of activities is being created for next year, including presentations to 7th and 8th graders in the fall.

Alumni Video: Jenni is coordinating an effort to film an alumni video- THS graduates to be interviewed about their experiences post-THS. (Grades from 2000-2014)

E. Family Time: Jenni reported that Spring Fling for preschoolers is being planned (sensory activities including Dixie cup gardens) focus on healthy activities in the spring/summer season.

F. Tiger Pride: Life of an Athlete Opportunity for TP students: planning to send 10 student athletes and 3 coaches to Lake Placid training in July.

G. Student Assistance: Edith reported that she will start another session of Project Alert with Jeff Heath prior to April vacation week. Also reported on the success of a past student referral that she met with during the middle school years.

H.EBCAP: tabled in Seena's absence.

I. Health and Wellness: Sally reported that the next meeting is April 14 at 5:30 pm. Coalition members are encouraged to attend.

J. Recreation Commission: Susan reported that the rec. commission has recently welcomed a few new members with young families. The commission is re-doing the summer recreation programs to engage more children/families. One new offering this summer will be kayaking and paddle boarding for 11-15 year olds at Fogland Beach.

The Girls on the Run program is being offered for girls in grades 3-5 being coordinated by a community volunteer. The national program will culminate in RI with a statewide 5k run at Roger Williams. There are 8 girls currently enrolled in the program and they are running 2x per week at Bulgarmarsh track.

Essex Library: Susan proposed a preliminary discussion of the use of Essex Library after the library services are moved to their new site.

K.OSPA/Attorney General's Workgroup: OSPA forum on April 27; all Coalition members are urged to attend.

Adjourn: motion to adjourn SG/JM all in favor at 11:05

Next meetings: May 11, 2015

Coalition Members:

Membership in the coalition is open to all people who live, work in, or have an interest in Tiverton. Anyone who is interested in joining the Coalition may speak with the Chairperson, Coordinator, or a member of the coalition. A new member is confirmed by majority vote at the meeting following first attendance. Members attend and vote at monthly coalition meetings.

The Tiverton Prevention Coalition includes representation from, but is not limited to, interested citizens, parents, students, teachers, businesses, school department, elected officials, religious institutions, youth organizations, medical community, persons with disabilities, police department, senior citizens, community development groups, town government, town service organizations, etc. The Coalition seeks to represent all sectors of the community

Roles and Responsibilities:

1. **Attendance:** attend all coalition meetings; training meetings and special meetings as appropriate. Must be present at a minimum of four meetings per year.
2. **Sub-Committee Involvement:** Serve on committees and accept special assignments as requested and as possible. Actively participate in a minimum of one sub-committee (membership, youth engagement, ????) throughout the year.
3. **Understanding:** understand the organization, its mission, goals, objectives, programs and functioning.
4. **Decision making:** make decisions on issues, policies, goals and objectives based on careful consideration of facts and relative data; actively participate in planning process and assist in implementing and monitoring the plan's goals
5. **Volunteer:** volunteer in a minimum of two coalition events (or community events representing the coalition) annually
6. **Fundraising:** solicit funds, participate in campaigns, and assist in ensuring adequate resources for the coalition to fulfill its mission
7. **Recruitment:** help engage volunteers, outreach to community stakeholders, participate in annual coalition member survey
8. **Representation:** articulate the organization to the community be a spokesperson and represent the organization in the community.

Advisory Partners

Coalition advisory partners are those individuals or organizations that actively support the work of prevention in the community. Advisory Partners are those individuals that do not regularly attend coalition meetings but without whom the work of the coalition would be severely impacted. Examples of Advisory Partners are police department leadership, local state representatives and senators, school department administration, town council members and school committee members.

Roles and Responsibilities

1. **Attendance:** attend coalition meetings as non-voting member; participate in training meetings and special meetings as appropriate as schedule permits
2. **Sub-Committee Involvement:** may serve on committees and accept special assignments as requested and as possible.
3. **Support:** understand the coalition, its mission, goals, objectives, programs and functioning.
4. **Fundraising:** assist in ensuring adequate resources for the coalition to fulfill its mission
5. **Informed:** receive monthly meeting minutes, monthly e-newsletters

Friends of Tiverton Prevention

Friends of Tiverton Prevention are community stakeholders that have expressed support and interest in the Coalition and prevention efforts. Friends of Tiverton Prevention are the circle of supporters called upon to assist with implementing initiatives, communicating about Coalition activities and priorities

Characteristics:

- Interested community members
- Support mission and help disseminate information
- Remain informed about the efforts and priorities of the coalition
- Receive and review monthly e-newsletters
- Participate in/Attend Coalition events
- Use their organization or contacts to attract new members; resource for recruitment
- Support fundraising efforts