



HEALTHY CATTARAUGUS COUNTY: A DRUG FREE COALITION
 GENERAL COALITION MEETING MINUTES
 EMT Training Room, County Building, Little Valley, NY
 12/5/2019 12:00p

Sectors	Attendees
<i>Other Organization w/ Expertise in Substance Abuse</i>	Tara Estright, Coalition Coordinator Ken Dahlgren Jon Chaffee Justin Chernogorec Eric Perry
<i>Youth Serving Organization</i>	Megan Parisi Ashley Conti
<i>Healthcare Professional</i>	Amber Mortiz
<i>School</i>	Michelle Waterman, Secretary Nate Farnham
<i>Law Enforcement</i>	
<i>Media</i>	Liz Threehouse
<i>Business Community</i>	
<i>Faith-Based Organization</i>	
<i>Civic Volunteer Group</i>	
<i>Government</i>	Alison Crosson
<i>Parents</i>	
<i>Youth</i>	

Meeting called to order at 12:01pm by Tara Estright

- **REVIEW OF AGENDA AND PREVIOUS MEETING MINUTES**
 - Justin Chernogorec moved to approve the minutes
 - All in favor

- **MEMBER NEWS AND UPDATES**
 - **PNA Updates**
 - 3 schools completed: Portville, Randolph, & Olean (partial complete as of meeting date)
 - 1 scheduled: Walsh
 - 2 planned: Catt/LV & West Velley
 - No response from Gowanda, ALCS, Pioneer, & Ellicottville
 - Salamanca will not be participating as they are unable to fit it into their schedules due to another survey that the students recently completed.

- **Boundless Gowanda**
 - Two sessions have been completed for the 2019-2020 school year.
 - Based on a Youth Leadership Curriculum created for the High School students, they will be tasked with completing a project by the end of the program related to prevention. The project and topic will be of their choosing.
 - The Middle School students are receiving presentations as with previous years in the program. However, some of the topics have changed to allow for more life skills education.
 - In the last session with the High School students, they discussed the problems some youth face in asking for help for someone else who is in trouble for fear of repercussions even if they are not directly involved. They feel that an important message for youth prevention is to teach others how to get out of bad situations. They also feel that many adults are giving them misinformation and that they feel it is important that youth are told the truth.
- **Meeting Schedule**
 - It was discussed that now that HCC has been awarded the new DFC grant, more secure meeting dates and times will need to be determined.
 - Members felt that it would be beneficial for the coalition to try to find a location that is free and that a combination of Zoom meetings and face-to-face meetings would be appropriate (such as meeting face-to-face on a quarterly basis).

○ **COMMITTEE REPORTS & COMMISSIONS**

- **Media & Marketing**
 - The revised Media and Marketing Commissions were approved.
 - Liz has taken on a few additional marketing tasks in order to wrap-up the end of 2019.
 - One such task will include a newsletter targeted toward schools and churches that hold youth groups in order to reach out for more youth interest in the coalition.
 - Suggested churches to reach out to included: Believer's Chapel, Hillside, Fireside, the church in Little Valley, Cattaraugus Tabernacle and Robert's Memorial.
- **Data & Assessment**
 - The Data & Assessment Committee was unable to meet, no update to report.
 - The Committee also discussed their main objective and key areas such as:
 - How do we know, or how can we show that we are making an impact?
 - How do we know if those who are providing services for the coalition are providing enough to assist in the coalition work? The Data and Assessment Committee is able to use information such as the Activity Tracker to find some of this information.
 - Additional focus groups and surveys will be useful and are necessary for more data collection.
 - The committee would like to extract useful bites of information from the data collected in order to be make it usable for awareness and to provide information to parents and counselors.
 - K. Dahlgren previously served on this committee and volunteered to continue.
- **Events**
 - It was discussed that there is currently no Commission or Chart of Work for the Events Committee as it is newly created. The Committee is considered ad hoc and it was suggested that they work in conjunction with the Media and Marketing Committee to ensure that any planned events are appropriately marketed.
 - M. Parisi suggested three major events to include for the year, which are Prom/Graduation, the Cattaraugus County Fair, and a proposed meme contest.

- It was also suggested to come up with a toolkit that could be distributed to schools and youth groups (ie., who do you contact for a vaping presentation)
 - The Committee will attempt to meet before winter break.
 - **Strategic Planning Committee**
 - It was reported that the Strategic Planning Committee completed their work for the new plan which is effective for this DFC Grant Year 6. Planning for the next year will begin in the spring, and HCC will also be required to submit a new sustainability plan in Grant Year 7.
 - **Youth Advisory**
 - It was discussed that the Youth Advisory Commission may need to be reevaluated as we move forward and have more youth participation.
 - The Marketing Committee will serve as liaisons or mentors for the Youth Advisory Committee.
 - The High School Boundless group may potentially be considered the Youth Advisory Committee for this grant year.
- **NEW DFC GRANT ORIENTATION**
 - Members received a PowerPoint of the DFC Grant Years 6-10 orientation. Information in the presentation included:
 - A recap of HCC's vision and progression through the years.
 - The Strategic Action Plan for Year 6 that was submitted in the DFC Grant application.
 - HCC's new goals and objectives.
 - A review of the Strategic Prevention Framework and the 7 Strategies for Community Change.
 - The Year 6 Budget and any minor adjustments that can potentially be made.
 - Ideas that came up during orientation
 - M. Parisi announced Resilience Film will have three screenings in February—Gowanda, Salamanca, and Olean.
 - Money is available from WRARC/WNYCAP--maybe do ACE's in Franklinville/Pioneer.
 - Possibly advertise/promote businesses that PASS compliance checks (i.e. present with certificates and a newspaper article).
 - A. Crosson might be able to pull together some data from Youth Court as far as how extra patrols have helped in prevention
- **OTHER BUSINESS**
 - The process for approval from Google for Non-Profits is in the works. If HCC is successfully allowed free access to the G Suite application, the coalition will have an Intranet for document sharing and revisions as well as other features.
 - Approval has been given for T. Estright to begin a free course in GIS mapping. Course login information is pending.
 - T. Estright met with A. Crosson of the Cattaraugus County Youth Bureau to brainstorm ways in which HCC could be of assistance to and in-turn bring in youth participation to the coalition.
 - A. Crosson discussed that she trains the Youth Court students across the county.
 - A new training is coming up in February and A. Crosson requested that HCC provide vaping education to the Youth Court students that hand out the consequences in addition to providing information on who they can link up to for more information as well as services for assistance.
- **TASK LISTS**
 - Review procedures & Action Plans and make sure they are what you expect.
 - Finish reading Action Plan.

- Research other meeting locations and complete the meeting schedule for the year.
- T. Estright to assist in making revisions of the Data and Assessment Committee commission and will send to the members for review.
- T. Estright to format a Commission for the ad-hoc Events committee
- T. Estright to complete a more in-depth HCC orientation for new members to be ready early in the New Year.
- Provide prospective meeting locations.

○ **ADJOURNMENT**

NEXT MEETING January 2nd * Zoom