

**CCFW  
Meeting Minutes**

**Date:** 4/3/19  
**Location:**  
**MCC**

**Time:** 3:00 pm - 4:00 pm  
**Next Meeting:** 5/1/19 SGF HS

**Facilitator:** Amber Danaher  
**Recorder:** Alexandra Barr

**Attendees: Name**

Tim Cooper
Alexandra Barr
Kelly Stevens
Justin Hamm
Rebecca Robarge
Alycia Beattie
Zac Perry-LaPoint
Sarah Egan
Rachel Maxwell
Patty Kilgore
Justin Fischer
Donna Nichols
Thomas LaPorte
Amber Danaher
Brendan Norton
Kristine Orr
Kelley Bayer
Cassandra Anderson

**Sector**

Business
Substance Abuse Org
Substance Abuse Org
Substance Abuse Org
State/Local Govt
Youth Serving Organization
Civic/Volunteer Org
Civic/Volunteer Org
State/Local Govt
Substance Abuse Org
Youth Serving Organization
Parents
Substance Abuse Org
Substance Abuse Org
Substance Abuse Org
Schools
State/Local Govt
Substance Abuse Org

Topic	Discussion	Decisions/Actions to be Taken
<p><b>Welcome &amp; Introductions</b></p>	<p>Kelly Stevens introduced herself as the new Coalition Coordinator for the Prevention Council/CCFW. Kelly will be the point person for anything the Coalition does including creating/sending agendas/minutes and running meetings.</p>	<p><b>Welcome Kelly! ☺</b></p>
<p><b>PFS Updates</b></p>	<p>Alex gave updates on the PFS grant. The DEA Drug Take Back Day will be held on April 27<sup>th</sup> from 10:00 am to 2:00 pm in partnership with the Moreau EMS. Advertising will begin in the next couple of weeks for this event! DWAI checkpoints have been scheduled with both the South Glens Falls Police Department and the Saratoga County Sheriff’s Department for mid-May. Deterra distribution has been completed and our new partnership with Hudson Headwaters Health Network (specifically the Moreau Family Health Center) is flourishing; the staff are very excited about handing out the Deterra bags to their patients. Moving forward, Alex (and Tom LaPorte) will work on evaluation of the grant while continuously measuring sustainability.</p>	<p><b>Keep an eye out for DEA Drug Take Back Day advertisements and think of ways that the PFS grant has benefitted/sustained the coalition.</b></p>
<p><b>CADCA Updates</b></p>	<p>Alex and Amber attended Week 1 of the National Coalition Academy hosted by CADCA. The training was informative and eye-opening. They re-assessed a logic model targeting underage drinking in the SGF school district and used previously collected data to emphasize specific local conditions and root causes of this problem. This exercise allowed them to clearly see what needs to be completed, the importance of tackling problems one at a time, and to continually assess and re-assess. Week 1 CADCA takeaways will be presented to the Executive Committee in April and then brought back to the coalition as a whole.</p>	<p><b>Any questions about CADCA and the future training weeks held in June and August can be directed to either Amber Danaher or Alex Barr.</b></p>
<p><b>Brendan Norton – Family Support Navigator &amp; Narcan Training</b></p>	<p>Brendan Norton (Family Support Navigator, The Prevention Council) and Cassandra Anderson (CRPA-P, New Choices) gave a Narcan training to the attending members. The training covered the purpose of Narcan and how it works, how to administer, and the steps leading up to and following administration. The slides used in the training will be attached to the sent</p>	<p><b>If anyone has any questions on Narcan or the training, feel free to contact Brendan Norton at: <a href="mailto:family@preventioncouncil.org">family@preventioncouncil.org</a></b></p>

	<p>minutes. One important takeaway is that if you ever administer Narcan, you must fill out a reporting form through OASAS. This form will be attached to the sent minutes, but you can access it yourself by contacting: <a href="mailto:opioidstr.general@oasas.ny.gov">opioidstr.general@oasas.ny.gov</a> or by calling: (518) 485-0757</p>	
<b>School Committees</b>	<p>After Prom will be held on May 18<sup>th</sup> (10:00 pm – 2:00 am) at the South Glens Falls High School Gymnasiums. Every coalition member should be involved in this event! A sign-up sheet is coming! Amber has been in conversation with Principal Pete Mody about starting a youth coalition in the high school. Ideas include: meeting with the students during lunch and having a more official meeting once a month after school or in the evening. These are just ideas, but moving this forward will greatly benefit the coalition as a whole.</p>	<p><b>If anyone has any other thoughts about this youth coalition (or questions about After Prom), please contact Amber at: <a href="mailto:ccfw-youth@preventioncouncil.org">ccfw-youth@preventioncouncil.org</a></b></p>
<b>Parent University Names &amp; Website Ideas</b>	<p>Justin asked the attending members to write down 3 name ideas for Parent University and 3 suggestions for content on the new website. These ideas will be discussed amongst coalition staff and brought to the Executive Committee.</p>	<p><b>If anyone has more ideas about either the Parent University name change or content for the website, please contact Justin Hamm at: <a href="mailto:outreachdir@preventioncouncil.org">outreachdir@preventioncouncil.org</a></b></p>
<b>Open Discussion &amp; Idea Sharing</b>	<p>Superintendent Kristine Orr discussed the South Glens Falls Central School District Mental Health Task Force which is newly created within the community. This Task Force is a great way for the coalition to continue to make those community connections.</p>	<p><b>Any group or committee that would like be involved in the task force, please email Kristine Orr at: <a href="mailto:orrk@sgfcsd.org">orrk@sgfcsd.org</a> or Tim Dawkins at: <a href="mailto:dawkinst@sgfcsd.org">dawkinst@sgfcsd.org</a></b></p>
<b>REMINDERS</b>	<p>In-Kind hours need to be recorded. This is a mandatory requirement under the Drug Free Communities (DFC) Grant in which the coalition is funded.</p> <p>The Executive Committee is brainstorming a date to meet in April. More on that to come!</p>	<p><b>***In-Kind hours for February-April 2019 are DUE by May 1<sup>st</sup>, 2019***</b></p>

<b>Next Meeting:</b>	Next Meeting: May 1 <sup>st</sup> 3:00 pm – 4:00 pm at the South Glens Falls High School, Room LGI	
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