

**CCFW
Meeting Minutes**

Date: 5/1/19
Location: South High

Time: 3:00 pm – 4:00 pm
Next Meeting: 6/5/19 @ Moreau Community Center

Facilitator: Kelly Stevens / Justin Hamm
Recorder: Alexandra Barr

Attendees: Name

Justin Hamm
Kelley Bayer
Leah Breeyear
Bill Moon
Donna Nichols
Amber Danaher
Kacey Griffin
Rebecca Robarge
Kathleen Schnackenberg
Kristine Orr
Rachel Maxwell
Pamela Baker
Sarah Ledger
Tim Cooper
Justin Fischer
Kelly Stevens
Alexandra Barr
Tom LaPorte

Sector

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

Topic	Discussion	Decisions/Actions to be Taken
PFS updates & grant scope/timing	Alex recapped a very successful DEA Take Back Day at Moreau EMS. She recapped the scope of the PFS grant and how it specifically addresses opioid & heroin prevention efforts in our community. There is interest in continuing the Super Power Your Parenting campaign with banners, a billboard and Spectrum advertising. There is the need to create a focus group for PFS grant evaluation as this grant ends in September 2019. Survey youth & how they perceive the topics we are targeting. Work with Healing Springs for recruitment. Reach out to Matt at the COTI project. Measure successfulness of PFS; have people seen the strategies and if so how are they using the info, if not, what could have been done differently?	Alex is currently working with local businesses to develop the Super Power your Parenting campaign elements. Alex will be putting together focus groups to evaluate the PFS grant, if you can help please contact Alex at 581-1230 ext.3632.
DFC Grant scope	Justin & Kelly recapped the scope of the DFC grant. The DFC grant specifically funds efforts to prevent youth drug, alcohol and tobacco use within the boundaries of the South Glens Falls School District. Alex & Amber spoke about the annual 3 week CADCA academy, they have attended week 1, week 2 occurs in June. There was a request to include the Year 6 DFC Action Plan with these meeting minutes.	Kelly has attached the Year 6 Action Plan to this communication.
After Prom	After Prom is May 18 th . Amber circulated a volunteer sign-up sheet. This year's theme is Old Hollywood Glam. Festivities planned include food, laser tag, DJ, photo booth, prizes, giveaways, etc. To increase future attendance at After Prom it was suggested that we start talking to students early on. Partnering with parents and their students from the 9 th grade through to the 11 th grade as well as middle school students via "Teen Town". Another suggestion was to have kids take a pledge to remain alcohol free on prom night. Prom goers would wear a symbol of that pledge like a ribbon or bracelet. The suggestion was made to spread out After Prom funds next year to include other stay safe activities throughout the year especially if attendance does not increase to substantiate the current allocation of funds. Currently 10 students are signed up to attend our After Prom event. Local school districts are experiencing similar declines in After Prom event attendance.	Volunteers are still needed for After Prom, contact Amber at 581-1230 ext. 3614 to sign up. Time slots exist from 5:30pm – 2am, Amber has the details.

Parent U Doodle Poll results	The new name for Parent University is Family Wellness Forum	
Frequency of Parent U trainings/CCFW member trainings	Kelly asked the group if they would like to see more Parent U events, increasing from 4 to 6 events per year. The general response was to keep it at 4. It was suggested that we utilize social media to post frequent, shorter, 5 minute video clips that parents can watch from home or work; we can then track the number of views to determine success. A suggestion was made to create a similar “Did You Know?” campaign through the SGFCSD website. Kelly asked if the group would like to move CCFW trainings to another time outside of the monthly meeting. The group felt these trainings were beneficial and want to keep them within the current CCFW meeting schedule.	Keep Parent University events and CCFW trainings as they have been in regard to schedule and frequency.
Website update	Kelly provided high level results of her website design meetings with 4 local companies. Nolee-o had the lowest rates at \$1,125 for the initial set-up with \$225 in annual fees. Kristine & Monica from SGFCSD offered to add a page to their website as an alternative to using a web designer for a new site specific to CCFW. A Marketing Committee will be necessary to further discuss website options, as well as opportunities to increase our social media presence.	Kelly will meet with Monica on May 22 nd to discuss webpage options. A marketing committee has been established consisting of Kelly Stevens, Justin Hamm, Monica Lester & Tim Cooper and will convene in late May. If you would like to serve on this committee and have strong social media skills contact Kelly at 581-1230 ext. 3618.
Open discussion/idea sharing	It was suggested that upcoming meeting agendas include relevant information that will be discussed in the meeting to give participants an opportunity to review prior to attending to improve participation and efficiency. Kelly offered to meet with CCFW members individually to discuss their experience with the coalition, what it means to them, what we do well and where we can improve.	Kelly will provide relevant hand-outs with future meeting agendas prior to the meeting date. An e-mail was sent to attending members to sign-up for optional one on one touch bases with Kelly.

Next Meeting:	Next Meeting: June 5th at Moreau Community Center 3p – 4p	We will be presenting the results of the 2018 Prevention Needs Assessment (PNA)
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