CCFW
Meeting Minutes

Date: Wednesday March 1, 2017 **Time:** 3:00 - 4:00 pm **Facilitator:** Janine Stuchin

Location: Moreau Community Center **Recorder:** James Norton

Next Meeting: March 1, 2017 Moreau Community Center

Attendees:

Janine Stuchin	The Prevention Council
James Norton	CCFW-PFS Coordinator/The Prevention Council
Mike Patton	South Glens Falls Central School District
Jamie Gandron	Wellspring
Donna Nichols	Moreau Community Center
Patty Kilgore	Prevention Council
Bill Moon	Big Brothers Big Sisters
Leah Addario	Planned Parenthood
Tim Cooper	G&S Printing
Brett Bolesh	Berkshire Farm
Kelley Bayer	Saratoga County Probation
Rebecca Robarge	Saratoga County Youth Bureau
Kathy Schnackenberg	SGF CSD
Brett Bolesh	Berkshire Farm
Lyndsey Weber	Berkshire Farm

Topic	Discussion	Decisions/Actions to be Taken
Updates	**Staff Transitions** – Prevention council changes have facilitated changes within our structure. Currently the Prevention Council is continuing to search for a coalition coordinator and Youth & Data specialist for the coalition to fill those roles. Kaitlin has transitioned to a project officer with the Partnership For Success grant	**Janine has met with the community coalition executive board to go over the current search for new staff.**

	n Kind Documentation – James and Patty will be keeping track of the in-kind. The match for years 6-10 increases until we are at 150%. There are two documents for options to keep track. James will send the worksheet and if anyone would like the excel spreadsheet please email him. This quarter started in January and continues through March.	**All coalition members will keep track of their in-kind**
	Community Forum -- May 10 6-8p, The PFS Committee lined up Marcie Frasier to host a forum that includes Sheriff Zurlo, Janine Stuchin, Michael Prezioso, David Zon (DEA) and Assemblyperson Woerner. It also features a local support panel.	**3 volunteers needed: We will look for Volunteers at the May Meeting. Flyer was passed around for approval**
PFS Updates	**South High Marketing** has agreed to put together media around the Deterra program. The Deliverables are due May 2017	
	April 29th is takeback day our locations are Moreau EMS and the Moreau Community Center.	**Flyer was passed around for approval and Volunteers will be needed at the April Meeting.**
	PFS March Press Release was released by the Saratoga County Sheriff's around the LED sign. They are also following up with local municipal organizations for wavers.	
	PFS Car Magnets were ordered for with the Safe & Sober- Drunk Driving = Drugged driving message. The Committee approved the order to get the magnets for the March 18th Health Fair.	**Ordered by the PFS committee**
	PFS Data Coordinators from U Albany put together an online subjective survey on the potential media **.**	**UAlbany will report in April. The Surveys will be publicized from the Facebook and mails list. All incentives can be donated.**

CCFW Community Health Fair	**Reminder** about Community Health Fair on March 18, 10am-12pm at SGF Firehouse on Reynolds Rd. Save the date sent. List of participating volunteers can be found here: **So Far 16 indoor groups have signed on:** Center for Recovery, ECS Psychological Services, Planned Parenthood, Project Safe Point, American Suicide Prevention Foundation, The Prevention Council, the Crandall Public Library, Fidelis Care, Al-Anon, CAPP, Sweethearts and Hero's , Southern Adirondack Independent living, Saratoga County Public Health, WSWHE BOCES Adult Vocational and Literacy, Pine Knolls, SGF Education Foundation, and Adirondack Samaritan. **And 3 Outside:** US Army South Glens Falls Chamber of Commerce Saratoga County Sheriff's Pending: YMCA (Tim), Wellspring (Jamie), Landing/ FOR-NY (Judy), and Moreau EMS (James) **The Radio ads** were paid for from the DFC social media budget and will include 40-60 ads, 100 PSAs and a 30 Minute interview on the CCFW to air the Sunday prior to the event.	**Chelsea will contact ADK broadcasting and help with setup.** **Tim and Kathy will hang poster around town.** **Bill, Donna, Mike, Becky, will post on websites – James will send via email pdf and jpg.** **Donna and Patty will help set up and be available to meet bounce house.** **Please check your calendars and let James know your availability to staff coalition table.** **Dave will monitor bounce house.** **Leah will assist Sherriff with kid id trailer.** **James and Patty will reach out to parking and traffic patrols.** **All members will share on Social Media.**
Creating a coalition video	**Tabled until next meeting**	Met on Monday 3/6/2017. They are targeting Summer 2017 to have a completed 2.5 minute video. Key "take away" messages, as well as facts, member logos, interviews and footage were considered for inclusion. Filming dates will be set up with Call of the Loon production company to possibly include After Prom and BBBS activities.

After Prom	**Tabled Until Next Meeting**	**Prom is May 20th.**
Other Business	**July Retreat** **Door Knocker hanging** **PFS budget reallocation plan:** James discussed the potential of putting advertisements in local movie theaters (Aviation and Wilton) for June, July and August at a quote for roughly 6,665.00. This would mean reallocating the 8,000 from the Billboards budget. The DFC and Cardinal Health all have billboard budgets and James requested to change the budget. Bill asked where the idea came from and James noted that the prevention council has done this with coalitions in the past. The plan remains to have a graphic designer create the images (like the billboard) rather than the Power Points images.	**A planner is needed to start now to line up the Moreau State Park, trainers,** **Brett and Lyndsey will talk to their students about hanging up the flyers** **Approved.**
Homework		**All Coalition Members will share flyers and events on social media.**
Next Meeting:	Next Meeting: April 5th, 2017 ***Moreau Community Center***	