

Jefferson County Drug Prevention Coalition (JCDPC)
Executive Board Agenda
Apr. 28, 2017

9:00 a.m. - 12:00 p.m. in PDC Room at Windsor

Attendees: Brian Caplinger, Amy James, Alicia Towery, Jillian Bissell, Kristin Bengtson, Gabby Ayres, Sara Evancho & Brenda Bone

Welcome & Open

Approve Minutes from previous Meeting- Motion: Kristin; Second: Sara

Discussion Points:

- **Sustainability (Brenda)**

- Staff, Brenda and Kristin have been working on sustainability
- Left some undone to walk through with board and know that this needs to be worked on each year and be more familiar with the plan.
- This will be the guiding force with grants coming to an end
- Executive board needs to have a grasp of the plan so there is not a major learning curve
- *Given documents folder
- On going in the Agenda we need to have a sustainability section- to update logic model or work on different aspects of this folder (doesn't need to be huge every time)
- Definitely spend time with the 4 page sustainability plan
- Staff and Chair or Co-Chair need to speak with Windsor before we finalize the Sustainability Plan to let them know of the options and what they see moving forward
- Need to have general communication plan done by July
- Coalitions depend on funding and then become project-focused, need to have a better balance to work on all aspects of coalition work
- Brenda, staff and Kristin will work on pieces of Sustainability and Executive Board will work each meeting on this also

New Meeting style/agenda

- **Discuss a more intentional and helpful meeting layout/agenda (Contact Lindsey about leading)**
 - Brian will talk with Lindsey to discuss
 - Brian will create and Lindsey will possibly run

Reports

- **Financial**

- Deciding what to spend campaign funds on!
 - Pharmacy counter mats
 - Parent Pact stickers
 - Two Compliance Check ads in all 3 leaders at ¼ page (B&W)
 - Two (or more depending on money) ½ page full color ads for drop box locations
 - Police salute: thank you for take backs and all you do!
- Also what to spend on supplies
 - JCDPC pens

- **TAB (Alicia)**
 - Sticker Shock Ads and inserts
 - PROM campaign
- **Coalition (Jillian)**
 - Delete staff old email
 - Heroin Awareness Walk on June 3rd. Will be walking through Kimmswick Strawberry Festival. Looking for sponsors for t-shirts.
 - Meeting with Comtrea, JCHD, and hospital moving forward with County PDMP efforts
 - Meeting with Comtrea on “tails” program
 - RAH: rally every Thursday. Adult and Youth paint night. Would like a speaker for the Teen night. Who could do a heroin prevention speech/talk while they paint?

Old/New Business (if needed)

- **Events (participants needed)**
 - Heroin Walk on June 3rd
 - Rallies every Thursday through August
 - Paint night with Elks
- **Marketing items**
 - Pop socket buttons
 - Crayons for kids
 - Spinner Fidget
 - Stress balls
 - Standing banner
 - T-shirts: asking for \$5 (coalition will take on the rest of cost) if someone wants one. Order 50 to start

Next Executive Board meeting scheduled for May 17, 2017, 9-11 AM in PDC Room at Windsor