

Jefferson County Drug Prevention Coalition (JCDPC)
Meeting Minutes
May 16, 2018
9:00 a.m. - 11:00 a.m. in PDC Room at Windsor

Welcome & Open

Attendees: **Kristin Bengtson, Alicia Towery, Jillian Bissell, Sara Evancho, Gabby Ayres & Brian Caplinger**

Approve Minutes from previous Meeting- **Motion: Sara, Second: Gabby**

Discussion Points:

- **Sustainability/Fundraiser**
 - **Star Wars fundraiser was much more successful than the Spaghetti Dinner fundraiser (raised over \$2,300 at Star Wars event and less than \$1,000 for Spaghetti Dinner) – Star Wars event fit’s JCDPC’s mission more and was worth the time put into it.**
 - **Suggestion to partner with groups showing outdoor movies for JCDPC to provide activities before**
 - **Next year’s Star Wars event will be on Saturday, May 4th. Jillian will have Mayor Haggard put on their calendar.**
 - **Over 200 attendees at event in park**
 - **About 24 people came to the gymnasium for costume contest awards, but only about half of them stayed for the movie (not a big draw)**
 - **Need to appeal to teenagers next year (mechanical bull, rock wall, etc.)- Will find a new company to use for blow up activities**
 - **No road closure next year (caused confusion this year)**
 - **Need a dedicated MC next year to give updates throughout event. Will need a larger PA system and a staging area for the MC to stay**
 - **Suggested to do 3 time frames when raffle basket winners are drawn this will encourage people to participate even if they aren’t staying the whole time.**
 - **Need a dedicated social media person at event to do live feeds throughout the event. Could even be a TAB member**
 - **Possibly seek out a professional photographer to exchange a sponsorship for taking pictures during event**
 - **Need to work on signage for next year. Both for patrons coming in off of 61 and also for booths**
 - **Address payment for next year- and see if we could get a payment reader once apart of the Health Department**
 - **Be more prepared for a health department check next year (washing station, thermometer, more gloves and sanitizer.**
 - **If we continue 50/50- have a special shirt and walk around to encourage more people to buy**

Reports:

- Financial
 - **Waiting on CARA grant notification**

- **Funding received through Jefferson Foundation totaling \$55,000.00 for the Youth Leadership Development in Drug Prevention program**
- **MATCH was not updated, but not of any concern to meet the required amount of \$187,500.00 by September 30th**
- **TAB (Alicia)**
 - **Alicia will be attending CADCA Mid-year with TAB members**
 - **Anxious to begin planning for activities approved through Jefferson Foundation's grant awarded**
- **Coalition (Jillian)**
 - **Need at least one other adult to attend the Youth track**
 - **CADCA Mid-Year interest? Suggested to reach out to Stephen Sutler since no EB members are available.**
 - **Look into using DFC supply money to purchase conference call equipment (for future meetings)**

Old/New Business (if needed):

- **Staff will look further into details for Coalition to become a 501c3 under the Health Department. This will help so there is not a double ask from the Health Department on funding.**
- **New membership/Future meetings**
 - **Lori Epley is interested in becoming an EB member. Gabby will send her questionnaire**
 - **EB agreed to take the months of June & July off for vacations.**
 - **EB will meet in August and September (via conference call or in person) and then determine how often they meet once merger with JCHD is complete (October 1st)**
- **Social Media**
 - **Board approved using HootSuite to control all social media outlets better (approved 4:0)**
 - **Alicia asked permission to take a \$100 Hootsuite course so that she can begin utilizing this resource (was approved by EB members: 4-0)**
 - **Encouragement to do live feeds during TAB meetings and other events to encourage others to join and begin following JCDPC**

End of Meeting Expectations: **Staff to register attendees for CADCA Mid-Year; Gabby to send EB membership questionnaire to Lori Epley; Begin looking at Bylaws and plan to revise when EB meets back in August.**

Next EB meeting scheduled for August 15, 2018, 9-11 AM in Windsor's PDC Room