

**Jefferson County Drug Prevention Coalition (JCDPC)**  
**Executive Board Meeting Minutes**  
**September 20, 2017**  
**8:00 a.m. - 11:00 a.m. in PDC Room at Windsor**

Welcome & Open: **8:07am**

Attendance: **Brian Caplinger, Amy James, Jillian Bissell, Alicia Towery, Kristin Bengston, Chris Wilburn, Gabby Ayers, Sara Evancho, Jennifer Younce**

Approve Minutes from previous Meeting: **motion by Sara, 2<sup>nd</sup> by Kristen**

Discussion Points:

- Sustainability
  - **Met with Jefferson Foundation (Missy Endress) on August 24th**
    - **3 year grant funding not an option until next community assessment is complete (estimated 2020)**
    - **Can submit the same application every year & no restrictions on salaries**
    - **They also said if necessary, they would support a bridge year**
    - **Foundation is in favor of JCDPC's mission, but nothing is guaranteed**
    - **January to June needed to cover Alicia's salary- will need to be out of unobligated funds (if we get the February Foundation grant, if not we will need to supplement Alicia's salary from Jan-Oct)**
    - **Leadership is changing within the Foundation – More could change**
  - **Met with Comtrea (Sue Curfman) on August 25th**
    - **They have various funding sources. Some funding is in jeopardy of being cut- Sue has Plan A, Plan B & Plan C**
    - **Could be housed at Bridle Ridge as a community partner, if funded**
    - **Office space is questionable – JCDPC can still house at Windsor**
    - **They see value in the program & prevention is a piece that they are missing**
    - **They will have more answers in January regarding their funding**
  - **Met with the Health Department (Kelley Vollmar) on September 18<sup>th</sup>**
    - **They have had coalitions under their umbrella- MAC & SFJC**
    - **Didn't flinch at money or salaries- will bring to their Board next Thursday**
    - **Can still operate as a coalition**
    - **That would give us our own identity**
    - **Will be bringing our operational plan to their board meeting**

- **\$3000 donation from the Rally last week. The funds were divided up this year for prevention, treatment, after treatment care and \$6000 to Children's Hospital for babies born addicted to heroin.**
- **Still have not been notified if DFC funds are approved from SAMHSA for year 10. We submitted application in January**
  - **SAMHSA requested a breakdown of evaluation funds**
  - **Year 10 evaluation services (vote required)**
    - **KU's Data Entry System = \$1700 (Jillian provided a list of services included with this cost)**
    - **Brenda's evaluation contract = \$8,300**
    - **Vote to continue or discontinue KU's Data Entry System: motion to continue using KU's system made by Kristen, 2<sup>nd</sup> by Amy- approved**
    - **Vote to continue or discontinue services/contract by Brenda: motion made to discontinue services for year 10 of the DFC made by Sara and 2<sup>nd</sup> by Gabby- approved**
    - **Suggested that Jillian update passwords in KU's system**
    - **Alicia would like to request a salary increase**
      - **Should have been a discussion in the past about cost of living increases**
      - **No standards for salaries**
      - **Alicia should draw up a proposal so that Board can review; needs to finalize before we move**

**Reports:**

- **Financial-see report**
- **TAB (Alicia)**
  - **Not bringing in Monte Stiles, cost would have been \$12,000**
  - **Money will go towards "Natural High" PSA**
  - **Mobile phone ads**
  - **Possibly plan a training for themselves with left over money**
- **Coalition (Jillian)**
  - **Lake Conference registration is open, budget for 2 to attend, 1 scholarship left for our area, week after Thanksgiving (Nov 28-30<sup>th</sup>)**
  - **Need to let Jillian know by Oct 6<sup>th</sup> if interested (Amy potentially interested)**
  - **Big River Ambulance District would like a drop box; info is getting to more people**
  - **Spaghetti dinner-**
    - **2 clowns confirmed to provide face painting and balloons**
    - **Mercy/COMTREA have confirmed donations**
    - **Kona Ice confirmed. Will give a portion of their sales to us**
    - **List of food items that need donated- Alicia will send out**

- **October 26th is parent/teacher conferences for multiple schools, we could offered large portions to feed staff. Large orders need to be in by Oct 13th**
- **Location secure- RE/Max Herculaneum**
- **Sign up for times to help day of event**

Old/New Business (if needed):

- **ACT MO conference at the Lake. Send Jill and response by Oct 6th**

End of Meeting Expectations

- **Push for spaghetti dinner donations- Both Board and Staff**
- **Substance Abuse Awareness day registration push- Both Board and Staff**
- **Add PayPal account to website for online donations- Alicia and Jill**
- **Salary proposal- Alicia**

**Next EB mtg scheduled for October 18, 2017, 9-11 AM in PDC Room at Windsor**