

Jefferson County Drug Prevention Coalition (JCDPC)  
Meeting Minutes  
May 15, 2019  
9:00 a.m. - 11:00 a.m. in JCDPC Office

Welcome & Open

Attendees: **Sara Evancho, Kristin Bengtson, Lori Epley, Jamie McCarthy, Alicia Towery & Jillian Bissell**

Approve Minutes- **Approved amended version from April 17th**

Reports:

- Financial
  - **Jillian did not get a chance to update community MATCH**
  - **Large expense shown for Rotary membership due to change in secretary position and change in accounting system. Tried to use DFC funds to prepay but were unable to get an invoice.**
  - **Youth Leadership grant is on track as outlined.**
  - **Capacity Building grant is on track (only funds used for CADCA & marketing for fundraiser)- Reallocation of funds to be discussed later in meeting.**
- TAB (Alicia)
  - **No new updates**
- Coalition (Jillian)
  - **Personal Lockboxes (Locked)- Purchased with DFC funds and still waiting for delivery (has been 33 weeks since order)**
  - **ACT Missouri asked JCDPC to provide a 45 minute sustainability webinar. Staff will determine if enough content and/or if a sustainability panel at their conference in November would be a better option.**
  - **6 month Progress Report for Capacity Building grant is due June 3<sup>rd</sup>**
  - **Habibi Tobacco & Vape Shop in Arnold- Reputation for selling to minors. Arnold City Administrator and JCSO will be at upcoming coalition meeting to discuss what JCDPC can do to educate all vape shops and deter them from selling to minors.**
  - **Community member wants to organize a Heroin Awareness Walk in memory of her mother. Staff encouraged her to attend upcoming JCDPC meeting to brainstorm and ask for support**
  - **Jefferson College received stipend to host a Communities Talk event and asked JCDPC to partner with them. JCDPC will be on their planning group**

Discussion Points:

- **May 4<sup>th</sup>- Lessons Learned**
  - **Raised \$3,900.00**
  - **Approx 350 attended**
  - **Suggested we offer an “attendance prize” and require everyone get a raffle ticket to put into drawing (will help us get a better count)**
  - **Breaks need to be scheduled (especially for inflatables)**
  - **Location will be at First Baptist Church of Arnold- Mix of inside and outside activities**
  - **Suggested JCDPC ask if the church has inflatables that we can use next year**

- Need to look at activities that would appeal to teens- possibly a rock climbing wall
- Suggested time of event to be from 12pm-3pm next year
- May 4<sup>th</sup> falls on a Monday next year. Suggested to look at Saturday, May 2<sup>nd</sup> vs May 9<sup>th</sup> because of Mother's Day (a lot of people out of town)
- Kona ice had minimal sales so could not make a donation
- CADCA Mid-Year (Dallas)
  - July 14<sup>th</sup>- July 18<sup>th</sup>
  - Capacity Building Grant- Funding for 4 adults to attend. Jillian to reach out to Foundation to ask if funds allocated for sustainability training and electronic payment devices in grant could be used to send more members to CADCA Mid-Year (\$1,700 for training & \$220 for payment devices)
  - Jillian estimated that it would cost approximately \$1,225 per person that attends (2 per hotel room)
  - Coalition members approved to attend: Jillian, Heather Craig, Kathi Arbini, Stephen Sutler, Lisa Uzzle
    - It was suggested to send Megan and Rebecca to Substance Use Prevention Conference at Lake Ozark in November.
    - Staff will reach out to members approved to attend to make get commitments on attending the conference (may have to reimburse airline ticket purchases and other costs if they back out after funds are used)
  - June 10<sup>th</sup>= Early Bird deadline. Staff will begin registering members that commit to attending
- Capacity Building Grant
  - Advocacy Training (November 6<sup>th</sup>, 7<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup> or 19<sup>th</sup>)
    - Suggested November 14<sup>th</sup> for training (Staff at APHA training until November 6<sup>th</sup>)
    - We want training on the basics: How to contact legislators, lobbying vs. advocacy, issue education surrounding JCDPC's priorities, etc.
    - Confirmation that no political leanings will be included with training. Could possibly derail those that attend. Ex: Suggest a slide that states Bolder Advocacy has no political gain...
  - NSC Sustainability Training
    - EB members agreed that a sustainability training is no longer needed
    - Suggested that funds be used to support sending more coalition members to CADCA Mid-Year vs selecting a different training topic
    - Jillian to get approval from Jefferson Foundation to use allocated funds towards sending more coalition members to CADCA Mid-Year

Old/New Business (if needed):

- Thank you cards to be written by coalition members at end of JCDPC's June 5<sup>th</sup> meeting (for sponsors, donors, etc.)
- JCDPC office may be moving upstairs at Arnold JCHD. Plans for lower level is not finalized. Promised storage space to move JCDPC items into.

End of Meeting Expectations:

- Staff to reach out to coalition members interested and approved to attend CADCA Mid-Year to get their commitment to attend. Registration for those attending to be purchased by June 10<sup>th</sup> early bird deadline
- Kristin to determine if Heather's per diem at CADCA Mid-Year could be paid for using PFS funds

- **Jillian to reach out to Missy @ Jefferson Foundation to receive approval to use Capacity Building Grant funds allocated for sustainability training and electronic payment devices to send more coalition members to CADCA Mid-Year**
- **Jillian to get update on delivery of personal medication lock boxes from Lockmed**
- **Staff to purchase Thank You cards & write draft letter so JCDPC members can help write thank you cards for May 4<sup>th</sup> fundraiser at upcoming coalition meeting.**
- **Jillian to confirm date and topic of Bolder Advocacy Training**
- **Staff to determine if sustainability webinar for ACT MO should be scheduled.**

Next EB meeting scheduled for Wednesday, June 19, 2019, 9-11 AM at **Arnold JCHD**