

Franklin Mayor's Drug Task Force
Leadership Committee Meeting Minutes
Thursday February 6, 2014
5:00pm – 7:00pm

Present: Brandy Underwood, Elizabeth Dragon, Melissa Rizzo, Bill Grimm, Chief Goldstein, Mayor Merrifield, Joe Giunta

Brandy Underwood welcomed everyone to the meeting and passed around a sign in sheet.

Follow up discussion FYI & Dover Youth to Youth: The Dover youth to youth assemblies were hosted by the task force at the high school & middle school on Jan 17th. Elizabeth Dragon explained that she then attended the “re-energized” FYI meeting on January 27th. Unfortunately, there were only 4 students (none of them were new as a result of the Dover assembly). The nurse attended the meeting -Samantha Grunewald. I attached the agenda Jenn prepared and the application she gave the students (she forgot to put the logos on it but said she will). Elizabeth explained why the task force was interested in bringing Dover Youth to Youth here and the connection between the task force and FYI. Elizabeth handed out our new rack cards and discussed some of the projects task force had done recently. Elizabeth also handed out information about Dover's summer training and the Teen Institute. Elizabeth explained these trainings and summer camps are just one of the benefits of being an FYI member or involved in some way. Elizabeth talked about the need for recruiting students! The nurse had some suggestions. The group was excited about working on a mission statement and logo with Claire's help. Elizabeth talked a little about how the task force's logo was created. The FYI students also expressed an interest in working with the middle school students. Elizabeth explained that we had a lot more work to do (evident by the poor attendance at the meeting) to break down barriers and grow this group. At the end of the meeting, Elizabeth and Jenn Sumner talked a little bit about this and tried to bounce around some ideas.

Melissa Rizzo talked about her conversations with the high school nurse and groups around making “healthy choices” and how the two might be connected. The group agreed more meetings and follow up with all players was necessary to build the momentum we would like to see.

Brandy passed around a volunteer signup sheet for Feb 13th Task force meeting “Year in Review” at the Franklin Opera House.

Melissa Rizzo reviewed the plan for the evening and efforts with Katy Shea to create a power point. On February 4th, Elizabeth, Melissa, and Brandy met with Katy Shea & Sarah Short from JSI (our evaluators) to prepare for the Year in Review presentation. The group agreed it would be nice to invite our partners to the meeting and make space available for them if they would like to set up tables.

Review of Coalition Guidelines-

Leadership had discussed the need to review our guidelines and membership on our leadership team to determine if changes were necessary. Elizabeth Dragon attached a copy of the guidelines to review in yesterday's meeting reminder. There was discussion about expanding the leadership team to include broader representation of sectors. Specifically it was noted that we haven't had consistent participation at leadership from the school and therefore we should identify someone to fill this role. In the recent online, coalition member survey people had identified an interest in joining leadership. The group agreed we should review the survey results and see if we can identify who is interested and whether or not adding these people would bring a new sector voice to the leadership team. There was also a discussion about term limits and clarifying how people are appointed to the leadership team. The group seemed to agree that a 2yr appointment made sense with staggering

terms and appointment by the Mayor during the January Inaugural meetings. In the meantime, leadership members were encouraged to review the guidelines and bring any recommendations to the next leadership meeting.

YRBS Update-

Brandy Underwood explained that she was still waiting for sign off from the schools for the Mini YRBS at the High School & Middle school. The mini YRBS at the middle school will be the first ever here in Franklin and we are excited that there is support from the schools to administer this survey. We are hoping to get it done in time for this year along with the Mini YRBS at the high school so we have the most up to date information to use when preparing our next five year DFC grant next year.

Reminder-

Use the new tracking form prepared & handed out by CADY at our last membership meeting (this will also be posted on our website for future use).

Update-

Our Revised Year 4 budget emailed to leadership yesterday by Elizabeth Dragon was officially approved by the DFC. The changes in the budget reflect our change in the coordinator from 40 to 32hrs which allows for additional contracted services with CADY for grant management & strategic planning.

Meeting adjourned just after 7:00pm

Submitted by Elizabeth Dragon