

Franklin Mayor's Drug Task Force
Leadership Committee Meeting Minutes
Thursday July 2, 2014
5:00pm – 7:20pm

Present: Melissa Rizzo, Elizabeth Dragon, Mayor Merrifield, Joe Giunta, Jason Vezina sr., Bob Lucas, Sara Tracy

Melissa Rizzo welcomed everyone to the meeting and began updates.

FYI: She reminded everyone that Jenn Sumner had stepped down from her FYI advisor position. She recently turned in all her tracking forms and was paid out was owed to her for a stipend. Melissa then explained that she had met with two young women at the high school who have agreed to split the stipend and take over the FYI duties at the high school. In addition we have identified someone at the middle school to also perform FYI duties for a portion of the allotted stipend. She provided draft copies of the contract. Melissa went on to say that instead of sending the three of them to the Dover summer camp we will be bringing Dana Mitchell (from Dover Youth to Youth) here to Franklin for the afternoon of our leadership retreat. He will provide training to the three of them and any leadership member who would like to stay. The timing works out really well. The three new advisors will get to spend the morning with the leadership team and then train in the afternoon with Dana. All of this occurs before school begins late August. Given that last year we purchased Dover's activity tool kit (for both the high school & middle school), we brought the Dover youth to youth students here to talk with our students about youth empowerment, and now we are providing training before school begins to the new advisors-the group felt we should be well positioned to start off the new school year. This will be the first year we have really expanded our FYI efforts into the Middle school in an organized fashion and everyone was enthusiastic about the possibilities.

Task Force Coordinator update: Elizabeth Dragon explained that we are still waiting for DFC approval to bring the new coordinator (Angela Lynch) on board. Angela has gone through the city background check and the request was submitted to the DFC over a month ago. Recently Elizabeth also emailed a reminder offering any additional information they may need to make their decision. Melissa Rizzo had a conversation with Sgt. Frost yesterday who offered to follow up with our project director-Cydne D. Kimbrough. He offered to see if there is anything else we can do to move the process along. Sgt. Frost reported back that there is a committee that meets only once a month that must approve the hiring of Angela. Cydne stated that she saw no red flags with the request at all. Elizabeth stated that she was getting nervous keeping Angela on hold for so long because a month is a long time to wait to start a new job when you are fresh out of college. The CADCA Midyear was coming up in a couple weeks and we had really hoped to send Angela for training on the strategic prevention framework. The leadership team discussed offering to pay expenses to send Angela as a volunteer on the task force as we would anyone other coalition member. However, we would not be able to pay her wages to attend the training (only cover her costs) because she would not be an employee and we don't pay our volunteers. If she is interested in attending as professional development we could book the training and hopefully get approval to officially hire her before actually sending her off to the conference. The longer we wait the more expensive air travel and accommodations will become. In the meantime, Elizabeth will speak with Director Alpers to see if there is anything in the recreation department the city can hire her to do as a temporary recreation employee since she has gone through the city's hiring process. It wouldn't be much-but at least it would be something to offer her and hopefully show Angela that we are committed to bringing her on board.

Opera House Sponsorship of "Music with the Mayor"- as part of the concerts in the park series organized by the recreation department. Elizabeth handed out a letter from Opera House Director, Mark Dionne, explaining the costs associated with this one night event and the amount requested (\$1,125). The leadership team discussed the request and felt it would not be a good use of our limited budget. During the Fact theater Program (which we did agree to sponsor)we know we

will get in front of 200 people or more (Franklin & Hill families) and have multiple opportunities to do so. We also have the opportunity to participate in the actual making of the play to be performed incorporating our drug free message. A concert would be unpredictable in regards to how many people might attend and what type of audience it would be. Therefore, the group could not justify spending that type of money.

School calendar-Melissa Rizzo had downloaded a copy of the school's calendar for the upcoming year. Our first lunch and learn was attended by many school staff members because it was held on a teacher workshop day. This is something we might want to keep in mind when planning future activities.

End of Year 4 priorities-Action Plan & Leadership Retreat-

Melissa Rizzo began this discussion by handing out a recommended training plan and agenda prepared by Sgt. Frost. Melissa had spent a great deal of time on the phone today with Sgt. Frost. Sgt. Frost is eager to help us in any way he can. Melissa stated that he is a wealth of information and definitely knows this subject inside and out. He suggested creating workgroups for Data and evaluation, Recruiting and retention, media, Resource and asset identification, and strategic planning. Sgt. Frost had just recently helped a Nashua coalition set up these work groups. Melissa explained that these workgroups can apply to any activity or event that we are involved with. Mayor Merrifield expressed his concern about attending more meetings and the current demand on his schedule if we are expected to lead these workgroups outside of the meetings we already attend. Several other leadership members expressed the same concern. There was discussion about our last attempt to create workgroups and how that effort fizzled out. Melissa suggested that work groups be during the second half of our regular task force meeting so that we aren't asking more of the leadership team. Joe Giunta offered that part of the problem with holding them during the second half of our regular task force meeting is that we never know who is going to attend that month. Elizabeth Dragon suggested that maybe we could try to implement a modified version. Whereas, one month you might be interested in working in the subgroup that brainstorms recruiting and retention but the next month you are interested in data & evaluation depending upon the upcoming activities of the task force. That way we are not assigning individuals indefinitely to a specific workgroup and we can adjust according to attendance and interest. Sara Tracy explained that she has worked with the Phoenix house to organize a discussion at the TRIP Center (senior center) around "what's in your medicine cabinet". This is happening on July 22nd at 11am. Melissa suggested contacting Traci Fowler for ideas or to even join her panel. We also have Fact Theater that we are sponsoring in July. The group agreed that next week at our regular task force meeting we could try breaking into these subgroups to focus on our upcoming events in July. We expect low attendance because of the late notice going out over constant contact. Then at the end of the meeting the subgroups report back their ideas. Elizabeth Dragon then summarized-the group agrees this modified approach allows us to focus on both upcoming activities/items in our action plan and spend time at each meeting actively engaging coalition members in these five areas of Data and evaluation, Recruiting and retention, media, Resource and asset identification, and strategic planning. Melissa Rizzo suggested an ice cream social to help us compete with the beautiful summer weather,

Chairing/Facilitating meetings- Jason Vezina asked who will be chairing the meetings in the future. Elizabeth & Melissa & the coordinator have shared the duty in the past depending upon items on the agenda. Elizabeth & Melissa have done more facilitating to help the coordinator become familiar with the group and running a meeting. It is our hope that the coordinator will become comfortable

with facilitating meetings and become more of the face for the task force in the future. It will take some time to get her to that point.

Next meeting dates-

July 10th will be the Regular task force meeting. Leadership members offered to bring items to create ice cream sundaes. The group discussed that without a coordinator we haven't had much time to prepare and advertise for an agenda next week....something that would attract people and maybe the ice cream will help. Regardless, leadership members who plan to attend were willing to try the modified approach to subgroups discussed.

Meeting adjourned just after 7:25pm

Submitted by Elizabeth Dragon