



**Franklin Mayor's Drug Task Force**  
 Task Force Meeting Minutes  
 Thursday, May 12, 2016  
 5:15pm – 7:00pm at Bessie Rowell Community Center

**Present:**

<i>Name:</i>	<i>Sector:</i>	<i>Name:</i>	<i>Sector:</i>
<i>Angela Lynch</i>	<i>Coalition Coordinator</i>	<i>Andrea McFall</i>	<i>Franklin Resident</i>
<i>Dawn Sanchez</i>	<i>Franklin Resident</i>	<i>Glen Feener</i>	<i>Franklin Resident</i>
<i>Melissa Lee</i>	<i>Healthcare</i>	<i>Tamara Feener</i>	<i>Franklin Resident</i>
<i>Chief Goldstein</i>	<i>State, Local or Tribal Governmental Agency with Expertise in the Field of Substance Abuse</i>	<i>Joe Giunta</i>	<i>Religious/Fraternal Organization: Franklin Elks</i>
<i>Beth Bellows</i>	<i>Franklin Resident</i>	<i>Jim Connell</i>	<i>Franklin Resident</i>
<i>Lynn Haskell</i>	<i>Youth-Serving Organization: Merrimack Juvenile Diversion Program</i>	<i>Karen Darling</i>	<i>Civic/Volunteer Group (Choose Franklin, Franklin Jr. Youth Group)</i>
<i>Alice G.</i>	<i>Franklin Resident</i>	<i>Barbara Olson</i>	<i>Franklin Resident</i>
<i>Stephen O'Brien</i>	<i>Franklin Resident</i>	<i>Bob Grover</i>	<i>Franklin Resident</i>
<i>Lucy Natkiel</i>	<i>Hill Resident</i>	<i>Corey Gately</i>	<i>LRGHealthcare</i>
<i>Scott Shepard</i>	<i>Parent</i>	<i>Wil Perez</i>	<i>Franklin Resident</i>
<i>Roy Roberts</i>	<i>LRGHealthcare</i>	<i>Bill Doherty</i>	<i>Franklin Resident</i>
<i>Bob Lucas</i>	<i>Franklin Resident</i>	<i>Alan Grill</i>	<i>Religious/Fraternal Organization: Franklin United Methodist Church</i>
<i>Staff Sergeant Frost</i>	<i>NH National Guard Counter-Drug Task Force Civil Operations, Program Manager</i>		

**Angela Lynch** welcomed everyone to the meeting and thanked them for attending. After brief introductions from everyone in the room she reviewed the meeting guidelines that coalition members came to a shared agreement on at the July coalition meeting and then briefly went over the agendas that were supplied at people's seats.

**Coalition Kaizen**

Staff Sergeant Rick Frost with the National Guard Counterdrug Task Force joined the coalition to perform a coalition survey called the Coalition Kaizen.

## **From the Coalition Kaizen Info. Sheet (full sheet attached):**

### **What is the Coalition Kaizen?**

The Coalition Kaizen is a survey of members that measures a coalition's ability to implement the essential processes and the Strategic Prevention Framework. The Coalition Kaizen helps community partnerships continuously improve their work.

### **How is a Coalition Kaizen conducted?**

The National Guard facilitates the survey which is conducted during the course of a normal coalition meeting. "Clickers" are used so that all responses are anonymous. Questions are projected for the whole group to see as the results are available several minutes after the survey is completed.

### **How can I use the results?**

The Kaizen results can be used in many ways including: to help your coalition create a capacity development plan; to provide the data for grant or scholarship applications; and to allow your team to track progress over time.

After a quick introduction to, and instructions on, the process, coalition members engaged in this survey.

### **Compliance Check Incentive Program**

While SSG Frost tabulated the survey results, coalition member Glen Feener proposed an Action Item that he has been working on, on behalf of the coalition: The Compliance Check Incentives Program. Glen came up with a proposed outline of how this program would work and he also drafted the wording to be used on a certificate that would be given to retailers who were found to be in compliance.

The group reviewed what Glen had come up with and a few offered small proposals for edit on the certificate outline. The group agreed that his plan was well thought out and we all appreciate Glen's volunteer work on this Action Item!

### **Coalition Kaizen Results**

The group looked at the results from the Coalition Kaizen Survey. It was noted that almost half of those present began their involvement within the last 3 months, or began their "re-involvement." The results showed us that it's clear that we need to continue education on the value of the tools and plans our coalition has in place, how they are used and why they're useful, and the processes by which we come to their creation (such as our logic models and coalition Action Plan). This is key to better sustainability for our coalition.

### **Coalition Updates**

1. **NEED VOLUNTEERS for Community Day happening this Saturday, May 14<sup>th</sup>.**  
Angela will unfortunately be unable to be there but will set up early that morning and return around 2 pm (or earlier if she's able) to clean-up/take down our booth.

- 2. Events, Workshops or Meetings we are working to finalize the dates (please be on the lookout for brief surveys of potential dates):**
- a. How to Help Your Teen Make Healthy Choices workshop for parents and those who care for and/or work with youth
  - b. Business Sector Coalition Meeting #2

**Volunteer Opportunities!**

- **Community Day** (Saturday, May 14<sup>th</sup> from 10 to 2pm at Odell Park)
- **Hazardous Waste Day** (Saturday, July 30<sup>th</sup> @ at the Franklin Public Works Garage located at 43 West Bow Street)

**Meeting adjourned at 7:00 p.m.**

*Submitted by Angela Lynch*

*A big thank you to Barbara Olson for providing delicious brownies to share!*