

MINUTES

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TOWN CLERK

Opioid Crisis Task Force

16 NOV 29 PM 4: 57

MILLBURY, MASS

Date: November 7, 2016

Members Present: Amy George; Beth Weidman; Brian Ashmankas; Danielle Juare; Doreen Thornburg

Absent: Robert Giannette; Elizabeth Perron; Annie Parkinson; Marie Graves; Cassandra Anderson

-Meeting called to order at 6:10pm

Minutes from September 19th, October 3rd, and October 17th were approved and signed by committee members.

Reports/Discussion Items:

- **Secretary Position:** Doreen reported the requirements of the secretarial position and procedures from her meeting with Jayne Davolio. Elizabeth Perron has not yet resigned from her post. Doreen will contact her via cell phone to request her action of such. Amy will contact her via Face Book.
- **Face Book Page:** The town does allow us to have own Face Book page. Amy working on it. We are also allowed to have a link to our page on the town page. Waiting to determine if we need the Face Book page approved and who at the town hall does that. Doreen to follow up. Amy happy to have FB page and thinks it is nice to have own page. Millbury 2.0 page has much negativity. FB would also be used to post updates of things such as a recent recall of Narcan.
- **Donations and Fundraising:** Report that we will need to be established as a non profit for two years prior to applying for a raffle permit which will allow us the possibility to fundraise and seek donations; however, we are able to hold fundraising events a venues already permitted, will need to fundraise under the vendor's permit.
- **Budget Line Items:** The Opioid Crisis Task Force is categorized under the Board of Health. The Board of Health received some state grant money, there is some money available for expendables. Amy will draft a letter to the Board of Health requesting \$500 from grant money for materials/printing needs.
- **Donation Letter:** Reviewed Donation Letter – discussion on the timing of sending this letter to local area businesses with the current dismay of the Methadone Clinic. Doreen will contact Jayne, Bernie and Kate (Finance Director) to discuss soliciting donations procedures and protocol. Task Force may need to wait until we have been established for two years. Questions we will ask: How to access the grant? How do the donations get processed? What happens at the end of the fiscal year with the funds remaining on account from donations/budget/grant money? Are all donations tax deductible? Who do checks be made payable to?
- **Methadone Clinic:** Although the task force realizes the value of methadone clinics, there are valid concerns for residents of Millbury. The clinic will get bigger, usually not enough staff, and valid concerns for the town, the residents and the task force. We may need to deal with some of the concerns as a committee.
- **Brochures:** The Parent and the Student Resource Brochures have been finalized. Thank you Beth! Beth has asked Staples if they are able to print 500 of each as an In-Kind Donation, expected decision will be made this week. Brochures will be used at events, some on deposit at the schools, police department, and town hall.

- **Chronicle:** Amy talked with the Chronicle about our focus and goals of raising awareness; our collaboration with the Police Department and School Department. The Chronicle is interested in doing an article mid-November/end-November. Once printed Doreen will make copies for all committee members.
- **Mission Statement:** The mission of the Opioid Crisis Task Force is to provide education, resources, and guidance for substance use disorders supporting prevention and recovery for the residents of Millbury and surrounding towns.
- **Events:** Upcoming events: November 9th in Fitchburg – panel discussion with vender tables
December 4th – Millbury Chain of Lights- Amy will check with Assumption School about having a table there during Chain of Lights, possibility of having students man the table as part of community service requirements.
- **New Ideas:** Be a part of Chain of Lights
Remembrance Tree- Idea to have a remembrance tree or a tree type symbol to remember those who have been tragically affected by substance use, those in recovery, and those currently struggling with addiction. People can write names on cardboard tags/stars to hang on tree. Tree can be used at every event to bring attention/awareness to the crisis and to allow someone the opportunity to think of those they know who are struggling, or had struggled. Amy will look at Michaels for a tree with branches to be use as the symbol to place the thoughts of those in the various stages of addiction. Assignment -name the tree.

Next meeting will be November 21st at 6PM in the High School Media Center.

Meeting adjourned at 7:10pm.

Amy George
Beth Weidman
Brian Ashmankas
Danielle Juairé
Doreen Thornburg
Robert Giannette
Carrie Prest

Amy George
Beth Weidman

Doreen Thornburg

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MILLBURY, MASS.

Date: November 21, 2016

Members Present:

Absent:

Meeting cancelled, no minutes.

Meeting rescheduled for November 28, 2016.

Amy George _____
Beth Weidman _____
Brian Ashmankas _____
Danielle Juairé _____
Doreen Thornburg *Doreen Thornburg* _____
Robert Giannette _____
Carrie Prest _____