

**MINUTES**  
**WaylandCares Review Committee 2013-14**  
**July 18, 2013**

Present: Leslie Corner, William DeJong, Shirley Jacobson, Katie Lee, Gail Shapiro (by telephone), and Edward J. Collins, Board of Selectmen (ex officio)

Katie Lee, serving as Acting Chair, called the meeting to order at 7:01 p.m. and asked members of the Committee to introduce themselves.

Dr. Lee called upon Ed Collins to review WaylandCares' history and present governance. He noted that the program's current grant expires in September 2013. In anticipation, the Board of Selectmen appointed a WaylandCares Sustainability Committee in 2012 to explore options for continued funding of the program. The Committee recommended that the Town of Wayland appropriate \$102,000 to support the program in FY14, with the program staff reporting temporarily to the Town Manager pending a decision regarding in which Town department the program should be housed. This proposal was voted down at Town Meeting in April 2013.

Mr. Collins also noted that WaylandCares submitted a proposal for a new round of federal funding, a copy of which had been provided to the members of the Committee. That proposal is still pending.

Mr. Collins next reviewed the charge issued to the WaylandCares Review Committee by the Board of Selectmen, as described in earlier correspondence to the members. The Committee is to prepare a report of findings and recommendations for the Board in advance of the next Town Meeting, which could be as early as November 2013 if a special session is called.

Finally, Mr. Collins reviewed provisions of the state's Open Meeting Law and provided examples of both permissible and impermissible actions under that law.

The Committee discussed several issues to be covered in its report to the Board of Selectmen, including:

- What is the nature and scope of youth substance use problems in Wayland? How does Wayland compare with other Metrowest communities, both in the past and presently?
- What is best way to organize a program for addressing substance use by Wayland youth? Possibilities include a program housed within a particular Town department or a separate Town department, with appropriations approved by Town Meeting; a volunteer committee organized under the Town's auspices; or an independent nonprofit (501c3) corporation.
- Should the program also address substance use issues among Wayland adults?
- Should the program focus solely on prevention, or also be involved in screening and treatment referral? Are there other services that a program should provide?

- What steps could the program take to create greater public awareness of substance use problems in the community and the program’s prevention efforts?
- What additional behavioral health issues should the program focus on, if any? Possibilities include bullying and relationship violence, among others.

The next order of business was to select a Committee Chair. Dr. DeJong nominated Gail Shapiro, and Dr. Lee seconded the nomination. By acclamation, Ms. Shapiro was approved to serve as Chair.

The Committee next discussed various assignments that members could work on before the next meeting. Members volunteered to do the following:

- Dr. DeJong: Talk with Shari Kessel Schneider at Education Development Center, Inc., regarding the Committee’s access to biannual survey data collected at other, unnamed Metrowest schools. Prepare a summary of research on the validity of anonymous self-report surveys on substance use. Prepare a program logic model for WaylandCares, based on its pending grant proposal.
- Ms. Jacobson, with Ms. Corner: Assemble a list of potential interviewees, based on recommendations from members of the Committee. *Note:* The recommendations will be sent only to Ms. Jacobson and not to the entire Committee.
- Dr. Lee: Investigate how similar programs are organized and funded in other Metrowest towns. Speak with staff at the Metrowest Foundation familiar with the WaylandCares program.
- Ms. Shapiro,:Prepare information on the pros and cons of organizing a 501c3 corporation. Talk informally with Town Meeting voters who opposed the WaylandCares Sustainability Committee’s proposal.

The Committee agreed to meet on Monday, August 5, at 5:30 p.m., with the location to be determined later.

Ms. Shapiro adjourned the meeting at 8:57 p.m.

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These minutes were prepared by Dr. DeJong and reviewed by Ms. Shapiro, Committee Chair.