**STEUBEN PREVENTION COALITION STEERING COMMITTEE MEETING**

 December 18, 2018

**Members Present:** Jerry Bennett, Jesse Harper, Joe Rumsey, Kory Bay, Mike Foster, Jim Bassage, Kyle King, Lisa Oliver, Hank Chapman, Colleen Banik

1. **Introductions/Welcome**:
* Joe Rumsey welcomed everyone to the meeting and introductions were made around the room.
1. **October Meeting:**
* Approval of the October 2018 minutes was made following a motion made by Mike Foster and seconded by Kory Bay.
1. **Budget Update**
* Jim Bassage provided a brief 2019 budget overview for 2019 and a finance report was distributed.
1. **Coalition Update:**
* **Funding - Sustainability Budget**

Colleen Banik and Jim Bassage gave a funding and sustainability update for 2019. Steuben County has committed a total of $5,681.00 for the end of 2018 and a total of $37,724 for 2019. Catholic Charities of Steuben has committed to a total of $10,000 for the end of 2018 and a total of $25,000 for 2019.

Contracts for both Steuben County and for Catholic Charities of Steuben are underway.

Funding asks that were declined are: Corning, Incorporated, Arnot-Ogden (Ira Davenport), NYS Police, and Keuka College.

Funding asked that were awarded are: Pulteney Couples Class – Donation $300, 2019 IHS Annual Conference Scholarship $85, S2AY Rural Health $700 to cover the outlay of expenses for HealthLinkNY Grant Project, CADCA Leadership Forum Scholarship $2,500 and the Edith Saxton Grant $1,250.

Funding asks that are still in progress are: Alfred State College (Mark Recktenwald), Gaffer Business District (Kevin Costello & Colleen Banik), Bath Elks Lodge $1,500 (Colleen Banik), Bath American Legion (Colleen Banik), National Bowling Association (Colleen Banik), Steuben County Youth Bureau (Jim Bassage), BOCES/School Districts (Joe Rumsey), Steuben County & Hornell IDAs (Hilda Lando).

It has been determined that the NYLI (National Young Leadership Institute) would not be feasible for the year 2019 as funds for a chaperone were not able to be obtained. A discussion was held indicating that the 2018 Trytle Beach Funds will be rolled over for 2019 for use on Youth Action Forum.

* **Steering Committee Composition**

Discussion was held relative to the current Steering Committee Membership and the need for additional members due to recent departures. A further discussion was held to invite all sector representatives to the table except for the Youth Sector Representative. It was determined that it was not necessary to have Sector Representatives as active members of the Steering Committee, but they would be called to the table when needed.

Colleen Banik nominated Kevin Costello who is the current Business Sector Representative for a seat on the Steering Committee, seconded by Lisa Oliver. Nomination approved.

**Action Item:** Colleen Banik will reach out the Kevin Costello and advise of nomination and seek acceptance. To be reported out at the next Steering Committee Meeting.

* **Sector Representatives**

The following sector representatives need to be confirmed as still active or replaced:

 Law Enforcement – Mike McDarby (retired)

 Youth – Hailey Gaudino (Senior – graduate of 2019)

 Education – Mark Recktenwald

 Health Care – Laura Vetter (left position at St. James Hospital)

* It was determined that Kevin Grover who is already an acting member of the Steering Committee will be asked to become the Law Enforce Sector Representative.

**Action Item:** Colleen Banik will reach out to Kevin Grover and advise of the determination and seek acceptance. To be reported out at the next Steering Committee Meeting.

* It was determined that Hailey Gaudino would remain the Youth Sector Representative as she doesn’t graduate until June 2019 and will have a 2019 signed CIA for the new grant application.
* It was determined that Mark Recktenwald will remain the Education Sector Representative.

**Action Item:** Joe Rumsey will reach out the Mark Recktenwald and advise of the determination and seek acceptance. To be reported out at the next Steering Committee Meeting.

* It was determined that Kate Kreger, Marketing & Communication Director for St. James Hospital will replace Laura Vetter as the Health Care Sector Representative.

**Action Item:** Colleen Banik will reach out the Kate Kreger and advise of the determination and seek acceptance. To be reported out at the next Steering Committee Meeting.

A motion was placed on the floor to proceed with Steering Committee Assignments and Sector Representative Assignments as stated above by Joe Rumsey and seconded by Kory Bay. Motion approved.

* **Chair & Co-Chair Nominations:**

Discussion was held relative to the necessity of Co-Chair positions for the full Coalition, Steering and the UAD and Marijuana Task Forces. After significant discussion the following nominations were made:

* Joe Rumsey was nominated to continue as Steering Committee Chairman by Colleen Banik and seconded by Jim Bassage. Nomination approved.
* Kory Bay was nominated for the Steering Committee Co-Chair by Joe Rumsey and seconded by Hank Chapman. Nomination approved.
* Hilda Lando was nominated for the Coalition Co-Chair by Colleen Banik and seconded by Jim Bassage. Nomination approved.

**Action Item:** Colleen Banik will reach out to Hilda Lando and advise of the nomination and seek acceptance. To be reported out at the next Steering Committee Meeting.

* No nominations were made for the UAD Task Force.

**Action Item:** Jim Bassage to approach task force members and report out at the next Steering Committee Meeting.

* Mark Recktenwald was nominated to remain Co-Chair of the Marijuana Task Force by Mike Foster and seconded by Jim Bassage.

**Action Item:** Mike Foster will reach out the Mark Recktenwald and advise of the nomination and seek acceptance. To be reported out at the next Steering Committee Meeting.

* **Meeting Attendance Response**

A reminder was given to members present of the importance of acknowledging attendance plans in order to prepare for the meeting and consideration for cancellation.

1. **Task Force Updates:**
* **UAD Task Force**

Jim Bassage gave a brief overview of activities and programs being worked on by the UAD Task Force covering the UAD Action Plan review and the Sticker Shock program, Compliance Checks, Alcohol Poster Contest and the TIPS for the Tool Box Media Campaign.

* **Marijuana Task Force**

Mike Foster gave a brief overview of activities and programs being worked on by the Marijuana Task Force covering CADY Big Marijuana Media Campaign Kit, monthly editorials, Educational Awareness Campaign, crafting a specific marijuana message, and the creation of Monday Facts to be used on Facebook and outlets deemed usable.

1. **Other:**

* + Colleen Banik gave a brief overview of the Grant Review meetings being scheduled and a summary of the Grant Feedback from DFC.
	+ Colleen Banik reported that the Internship Program with Keuka College will start again on January 2, 2019 through June 13, 2019.

**Action Item:** Colleen Banik will re-circulate the Community Funding Ask List and Formal Letter Template to the Steering Committee at the request of Joe Rumsey.

**Action Item:** Colleen Banik will re-circulate the grant feedback from DFC to the Steering Committee at the request of Joe Rumsey.

**Action Item:** Colleen Banik will send the link to Tall Cop website to Mike Foster.

1. **Motion to Adjourn:**
* With no further items of discussion, a motion to adjourn the meeting was made by Joe Rumsey and seconded by Mike Foster. Meeting adjourned.

**Next Meeting: January 22, 2019 from 9:00 – 11:30 a.m. at 115 Liberty Street, Bath, NY.**

***Our Mission:*** *To promote healthy and safe communities in Steuben County by reducing alcohol and drug use among youth.*

***Our Vision:*** *To have a county where the youth are healthy and drug free.*