**STEUBEN PREVENTION COALITION STEERING COMMITTEE MEETING**

February 27, 2018

**Members Present:** Jim Bassage, Rick McInroy, Kyle Bower, Lisa Oliver, Kyle King, Norm McCumiskey, Hank Chapman, Mark Recktenwald, Amanda Chafee (and intern), Colleen Banik

1. **Introductions/Welcome**:

* Norm McCumiskey welcomed everyone to the meeting and introductions were made around the room.

1. **January Meeting:**

* Approval of the January 23, 2018 minutes was made following a motion made by Rick McInroy and seconded by Hank Chapman.

1. **Budget Update:**

* Jim Bassage presented the current DFC Budget Report as of January 31, 2018 (a copy of which is attached hereto and made a part hereof). Jim Bassage further reported that the CADCA Leadership travel expenses are currently at $3915 with final expense sheets to be submitted by Hilda Lando and Colleen Banik. Colleen Banik reported that a refund of $261.00 per room was received from the Gaylord Hotel. Jim Bassage noted that Leadership Academy reservations will begin in March.

1. **Coalition Update:**

* **Grant Application Process**

Colleen Banik reported on the current status of the next round of the 5-year grant application as being on track and ahead of schedule set by Kelli Keck of Epiphany Community Services. Two out of the 5 questions together with the Action Plan have been submitted for review with the remaining questions and budget which are currently being worked on. The final draft will be submitted to Kelli Keck on March 16, 2018 and the final application deadline for submission is March 29, 2018.

* **Sector Representative CIA’s**

Colleen Banik reported that new Sector Representative CIA’s have been circulated for signatures as they had to be revised to fit the Grant Application RFP.

* **PNA Survey Presentations**

Norm McCumiskey reported that school presentations are being prepared based on the Steuben County results and the individual school profile reports. Scheduling of individual school presentations will be scheduled in the near future with a total of 12 schools participating.

* **Trainings**

Colleen Banik and Jim Bassage reported on upcoming trainings, webinars and professional development opportunities that will be offered to Coalition members.

Kyle King reported on the Collegiate Task Force training coming up on April 12, 2018 at R.I.T. 7:30 a.m. – 4:30 p.m., Emerging Issues on Alcohol and Substance Abuse at a cost of $75.00.

* **Drop Box Implementations**

Kyle King reported that Canisteo and Hornell have now been implemented with Corning, Painted Post and Addison pending. Further discussion was held by Norm McCumiskey and Kyle King relative to implementing a drop box program within pharmacies.

* **CADCA Leadership Forum Report**

CADCA Leadership Forum – Colleen Banik gave a brief overview on the CADCA Leadership Forum that was attended by Hilda Lando and Colleen Banik. Hilda Lando will be presenting on the Leadership Forum to the full Coalition on March 14, 2018.

* **C.O.P.E Presentation**

Colleen Banik reported on the Comprehensive Opioid Prevention Effort presented to the Steuben County Legislature earlier this morning by Brooks Baker and Jim Allard. They have been asked to give a brief overview of their presentation to the full Coalition on March 14, 2018.

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 Compliance Checks, Prom/Graduation Planning Meetings with 6 schools confirming participation and the Adult Perception Survey.

A draft of the Window Cling was circulated for approval, comments and feedback for recognition for passage of alcohol sales checks. Upcoming Compliance Checks to be scheduled in the near future.

**Action Item:** Colleen Banik to obtain an additional quote for window clings from VISTAPRINT. Quotes have been obtained from PennyLane and from Multimedia.

**Action Item:** Norm McCumiskey to provide Colleen Banik with names and correct information to present certificates to the establishments who have completed the TIPS Training.

* **Marijuana Task Force**

Norman McCumiskey and Mark Recktenwald gave a brief overview of the activities and programs being worked on by the Marijuana Task Force covering the Youth Engagement Group that meets regularly at Haverling High School; the Marijuana Town Hall Meeting at Hornell High School on February 28th from 7:00 – 8:30 p.m., and a request for student PSA’s to be run in the Palace theatre.

1. **Other:** 
   * There were no additional items for discussion.

**Next Meeting: March 27, 2018 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.*