**STEUBEN PREVENTION COALITION STEERING COMMITTEE MEETING**

July 24, 2018

**Members Present:** Rick McInroy, Jim Bassage, Lisa Oliver, Amanda Chafee, Colleen Banik, Norm McCumiskey, Kyle King, Hank Chapman, Jerry Bennett

1. **Introductions/Welcome**:

* Norm McCumiskey welcomed everyone to the meeting and no introductions were needed at this time.

1. **June Meeting:**

* Approval of the June 26, 2018 minutes was made following a motion made by Hank Chapman and seconded by Rick McInroy.

1. **Budget Update**

* Jim Bassage provided a budget overview through the month ending June 30, 2018. Discretionary item spending amount will be determined after Colleen Banik attends the 3rd week of the Academy. Approximately $6,900.00 will be left for final spending before the end of the grant cycle.

1. **Coalition Update:**

* **By Law Approval**

Approval of the revised By Laws was tabled for further discussion. Significant discussion was held relative to Voting, Quorum, Dispute Resolution and Steering Committee member and recruitment process.

**Action Item:** Colleen Banik will redistribute the By Law revisions showing a red-lined and blue strike out version from previous approved By Laws for review and response by the Steering Committee Members.

* **Steuben County Legislative Meeting**

Hank Chapman reported that Jack Wheeler has offered August 27. 2018 as a date to present again to the Steuben County Legislature at the Chairman’s Meeting at 8:30 a.m. It was discussed that a 3-part presentation be prepared for this opportunity with Norm McCumiskey giving a brief account of the Coalition’s accomplishments, Jim Bassage to present on the budget needs that the Coalition will have should we not receive the next 5-year DFC Grant and Joe Rumsey to give a community overview of what would be lost if the Coalition is not sustained.

* **Sustainability Plan**

After significant discussion, a Sustainability Work Group was established consisting of Joe Rumsey, Hank Chapman, Jerry Bennett, Kyle King, Amanda Chafee, Rick McInroy, Norm McCumiskey, Colleen Banik and Jim Bassage. The purpose of this group is to prepare a Sustainability Plan for the Coalition and prepare for the presentation to the Steuben County Legislature. A meeting was scheduled for August 6, 2018 at 11:00 a.m.

**Action Item:** Colleen Banik will forward to the Work Group the following items:

* 2015 Sustainability Plan
* 2018-2019 Budget submitted with DFC Application
* Sustainability worksheets and guideline submitted by Kyle King and Jerry Bennett

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 TIPS Training classes, with additional classes to follow in August and September before Norm McCumiskey’s departure, Compliance Clings were ordered and received, Sticker Shock activities ongoing and the Adult Perception Survey was distributed on July 16th and will be open through August 16th.

* **Marijuana Task Force**

Norm McCumiskey gave a brief overview of activities and programs being worked on by the Marijuana Task Force covering the Marijuana Media Campaign Tool Kit with a time line for use to be established, Drop Box Update with Book Marks and Magnets.

1. **Other:**

No other items were offered for discussion.

**Next Meeting: August 28, 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.*