



**November Advisory Board Meeting**  
Monday, January 9, 2017 at the  
The Southington Community YMCA Administrative Building Meeting Room

**MINUTES**

**Advisory Board Attendance:** Chris Bracken, Julia Brilla, Chris Chaplinsky, Heather Clinger, Mark Fazzolari, Tom Gallo, Steve Giudice, John Goralski, Kristen Guida, Joshua Maccione, Morgan Maccione, Steve Nyerick, Joshua Rinas, Christina Simms, Carson Stifel, Rachel Wache, Gianna Wadowski

**Staff Attendance:** Megan Albanese, Kelly Leppard

**Honorary Attendance, Guests and Public:** Kiana McDavid, John Myers, Elaine Sisson

**Call to Order:** The meeting was called to order by Advisory Board President, Kristen Guida, at 4:30 p.m.

**President Remarks:** Kristen welcomed everyone and introduced our guest speakers from HIDTA (High Intensity Drug Trafficking Area): Kelsey Opozda and Bob Lawlor.

**STEPS Moment of the Month:** The Moment of the Month was presented by Christina Simms and she shared a personal story about the importance of sending prevention messages to children starting a young age.

**Introduction of New Intern:** Kristen Guida introduced our new intern, Kiana McDavid, who is a senior at Southern Connecticut State University, studying Public Health.

**Board Action:**

**Approval of Minutes:** In Shane Lockwood's absence, Kristen Guida presented the December 2016 Advisory Board minutes. A motion to approve the minutes with addendums was made by Heather Clinger and seconded by John Goralski. The motion passed unanimously.

**Financial Report:** In Josie Rogala's absence, Megan reported the Treasurers report. We sold 1 T-shirt and 3 sets on conversation cards last month bringing our current balance to: \$18,290.00.

**Media Policy:** A media policy was presented by the Executive Committee for the protocol of media relations. A motion was made to accept the Media Policy by Heather Clinger and seconded by John Goralski. The motion passed unanimously. A copy of the Media Policy can be found on the STEPS website, under Board Members Files through the log-in intranet system.

**Staff Report:**

**Megan Albanese, Administrative Assistant, reported the following:**

1. STEPS has been working on advertising our upcoming TIPS (Training and Intervention Procedures) training which will be held on January 21. Megan provided flyers for Board Members.
2. Megan thanked everyone for continuing to submit their volunteer hours. Megan stated that it is through all the amazing work of you all that we are able to continue to be successful. The past couple meetings, a list of the Board members that have submitted their volunteer hours have been read, however instead Megan spotlighted Board member Rachel Wache. Rachel is always helping others: veterans, families of veterans and people in the community. She helped collect 545 calendars this year for distribution to our community facilities and nursing homes. A big thank you to Rachel for always thinking of others. Kelly added that we are still looking to collect an additional 400 calendars to bring the VA hospital and Domicile. Any help Board members can give to make this a possibility is greatly appreciated.

**Kelly Leppard, Youth Prevention Coordinator, reported on the following:**

1. Kelly handed out flyers for upcoming workshops and events if any board members are interested in attending:
  - Community Forum on the Potential Effects of the Legalization of Marijuana on Connecticut. January 13<sup>th</sup> from 7-9pm at Nathan Hale-Ray High School, East Haddam.
  - Connecticut Clearinghouse Quarterly Forum, Thursday, January 19, 2017, 2:00 PM – 4:00 PM – Marijuana: Weeding Out Fact from Fiction.
  - Upcoming CAPP Membership Meeting, which is January 26, 2017 from 9:30am to 11:30am at the Southington Municipal Center. At the meeting we'll hear from members of CT SAM (Smart Approaches to Marijuana), including teens from Guilford, on their efforts to educator legislators about the dangers of legalized marijuana.
  - Healthy Family Fun Fest – February 26<sup>th</sup> at the Aqua Turf. We will be emailing out a sign-up.

2. We contracted with a new marketing company, Aridmedia, to help with our marketing materials and campaigns this year.
3. Christina, Megan and Kelly will be attending the CADCA conference next month in National Harbor, Maryland.
4. The Year 9 Continuation Grant is due at the end of the month. Kelly stated that it is hard to believe we are already applying for Year 9.
5. Forum workgroups have started meeting. If you are interested in joining one of the five workgroups, please let Kelly or Megan know. At-large community members are welcome to join any of these committees as well.

**Christina Simms, DFC Project Director and Director of Southington Youth Services, reported on the following:**

1. Through a Staff Retreat and SWOT analysis the staff team has identified the following goals for the next 3 to 5 years for the STEPS coalition. These goals will be proposed to the executive committee and advisory board. The coalition will use these identified goals to partner with community sectors and implement prevention strategies moving forward.
  - Identified Goals for STEPS for the next 3-5 years
  - Financial Sustainability
    - Identify grants needed to sustain prevention campaigns.
    - Identify community donors willing to sponsor asset and prevention initiatives.
  - Law Enforcement involvement/partnership/ ownership
    - Work with police department on funding sources for continued prevention campaigns and compliance checks.
    - Work with police department to identify and strategize timelines for the existing and new prevention initiatives.
  - Prevention Curriculum with Board of Education
    - Work with the Board of Education to plan and implement staff and curriculum training on anti-drug use, prevention strategies and the health facts behind substances.
    - Work with the Superintendent and the Assistant Superintendent to identify ways to incorporate prevention strategies into the school community.
  - Community Education of the STEPS Prevention Coalition through work groups and ongoing marketing strategies
    - Develop clear marketing and educational pieces that inform the community about prevention strategies, health facts behind substances and ways they can make a difference.
    - Utilize the ideas generated by the workgroups to develop new campaigns around substance abuse prevention.
  - Continue Evaluation and Real Time Strategic Planning
    - Identify a funding source that will provide STEPS the opportunity to continue to do the survey on a two year cycle for 7<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> grade students in Southington.
    - Continue to evaluate prevention efforts each year and develop new strategies to address the ongoing concern of substance abuse among young people in Southington.

**HIDTA Presentation:** Kelsey Opozda and Bob Lawlor presented an overview of the New England HIDTA and current drug trends. If anyone would like more information, please visit [nehidta.org](http://nehidta.org).

**Sector Reports:**

**Law Enforcement Sector: Tom Gallo, Board Member, reported the following:**

1. There were 4 arrests for the possession of narcotics, 1 underage DUI arrest, and 1 arrest for possession of alcohol by a minor.
2. In the calendar year 2016 1,369 pounds of prescription drugs were taken in and disposed of. This number is an increase of 58% over 2015 (864 pounds were taken in). It has been a great partnership between STEPS and the Southington Police Department.

**Heather Clinger, Board Member, reported the following:**

1. The Underage Drinking Prevention Workgroup had its first meeting on Thursday, January 5, 2017. We reviewed the "Be in the Know: Survey Says" information sheet that compiled all of the information from each forum. The group discussed what is currently planned, including a TIPS training being held on January 21, 2017, at Buffalo Wild Wings; new AMP radio ads; and compliance checks in collaboration with the Southington Police Department. Based on feedback from the forums, the workgroup is considering education focused on parents and other adults about the social host law and locking up liquor, perhaps in the form of sticker shock campaigns and other ways. In addition, the workgroup began preliminary discussions on how to revamp the Prom Promise campaign, including possibly expanding the pledge to involve community stakeholders who would take a "community pledge" during prom season.  
If anyone is interested in joining the Underage Drinking Prevention Workgroup, please contact Heather Clinger.

**New Business:** None

**Next Board meeting:** The next meeting is scheduled for Monday, February 6, 2017, 4:30pm, at the YMCA Administrative Building.

**Meeting adjourned at 5:28 p.m.**

Respectfully submitted,

Megan Albanese