



November Advisory Board Meeting
Monday, November 7, 2016 at the
The Southington Community YMCA Administrative Building Meeting Room

MINUTES

Advisory Board Attendance: Beth Baker, Julia Brilla, Chris Chaplinsky, Mark Fazzolari, Jack Eisenmann, Tom Gallo, Steve Giudice, John Goralski, Kristen Guida, Shane Lockwood, Morgan Maccione, Josh Maccione, James McAloon, Lisa Mason, Kevin Naranjo, Steve Nyerick, Chris Palmieri, Mark Pooler, Josie Rogala, Denise Sicotte, Christina Simms, Rachel Wache.

Staff Attendance: Megan Albanese, Kelly Leppard

Honorary Attendance: John Myers.

Call to Order: The meeting was called to order by Advisory Board President, Kristen Guida, at 4:35 p.m.

President Remarks: Kristen started with introductions and asked everyone to do the same. Kristen introduced and welcomed Megan Albanese as the new STEPS Administrative Assistant.

STEPS Moment of the Month: The Moment of the Month was presented by Christina Simms. Christina shared a personal story of excitement and passion of working with the Coalition again and the strides that STEPS has made.

Board Action:

Approval of Minutes: Shane Lockwood, Advisory Board Secretary, presented the October 2016 Advisory Board minutes. A motion to approve the minutes was made by Tom Gallo and seconded by Chris Palmieri. The motion passed unanimously.

Financial Report: Treasurer, Josie Rogala, reported that there were three transactions made for \$365.00 added to the account for t-shirt and conversation card donations. We received a \$500 Town Hall Meeting grant this past spring and used the funds for an interactive forum. A motion to approve the financial report was made by Chris Palmieri and seconded by Lisa Mason. The motion passed unanimously.

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

1. Megan thanked John Goralski, Chris Palmieri, Greg Ferry, James McAloon and Mark Pooler for submitting their volunteer hours for October (and even a few hours from November already!) If there are any that were missed or any Board members that did not submit their hours, please feel free to email them or use the link that was sent in the Board email reminder.

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

1. Kelly noted that The Observer will be running an article on the medication Drop Box, located in the Police Department lobby, on November 10, 2016 to highlight four years of having the drop box and the statistics.
2. Kelly described the opioid panel she participated in on October 27, 2016, sponsored by Wheeler Clinic and Bristol Hospital, and thanked those that attended. Chris Palmieri interjected to thank Kelly for presenting at the meeting and the impact it left on those in the community.
3. Kelly illustrated the meeting of the High School Student Council Think Tank at Camp Sloper on October 27, 2016. The groups of students gathered for the day and were able to brainstorm ideas on how to get the monthly assets to be more a part of the community life at the school.
4. Kelly encouraged everyone to attend the 'Be in the Know' forum on Wednesday, November 9, 2016, being held at the YMCA. Some Board members will be table facilitators. There are expected to be at least 60 people in attendance; parents, students and community members.
5. Kelly shared the new finalized video with the Board and encouraged them to share with the people in their networks. She thanked the Board members that helped with the video and it can be found on the STEPS website.

Sector Reports:**Youth Council:****Morgan Maccione reported the following:**

1. Morgan reported on the recent environmental scan survey they developed to bring to local restaurants to ensure everyone knows about the e-cigarette law that was newly passed. Each Youth Council member will take on 2-3 local establishments and talk to the manager/owner of the restaurant and ask questions from the survey that was created. Kristen Guida thanked the students for their involvement and hard work on the survey.

Forum Committee:**Lisa Mason, Committee Member, reported the following:**

1. Lisa reported that the first 'Be in the Know' forum was held on October 18, 2016 at the Back Nine Tavern in Southington. There were 5 topics from the survey that were discussed: Prescription drugs, Alcohol, Electronic cigarettes, Marijuana and Youth Development.

The results from this forum will be combined with the results from the upcoming forum and presented at the December Advisory Board meeting.

Asset Building Classroom Committee:

Steve Nyerick, Committee Member, reported the following:

1. Steve reported that while the involvement from different schools is at different levels, STEPS is taking off on its own with new activities. Ideas from one school spread to another. Steve invited anyone who is interested to attend the Champions meeting on February 15 at 7:30am at the Municipal Center.
2. Steve mentioned that the ABC Leadership team is currently working with two of the schools to help build their teams. In addition, Christina Simms will be the new Alta 'champion' and will help with the follow through of implementation.

Law Enforcement Sector:

Tom Gallo, Board Member, reported the following:

1. Tom reported the drug related arrests that were made in the Town of Southington last month. Nine drug related arrests were made, all for possession of less than ½ ounce of marijuana, with ages ranging from 17-21.

John Goralski, Board Member, reported the following:

1. John reported that he is newer to the STEPS Board and looking forward to a continued relationship, since the Observer has had a long standing relationship with STEPS. Discussion of a new media policy for STEPS was brought to the attention of the Executive Board. It was determined there needed to be a designated line of communication for media and other outlets. John Myers will be consulted as he helped create the media policy for the YMCA. The new policy will help to determine lines of communication and get our message out in a timely manner.

Military Sector:

Rachel Wache, Board Member, reported the following:

1. Rachel reported details about an upcoming holiday event for the Armory on December 4. This is a wonderful event for children and families. Rachel will be reaching out to Meredith to hopefully get the Youth Committee involved and volunteering for the event.

New Business: none.

Next Board meeting: The next meeting is scheduled for Monday, December 5, 2016 at 4:30 p.m. in the Southington Community YMCA Administrative Building Meeting Room.

Meeting adjourned at 5:05 p.m.

Respectfully submitted,

Megan Albanese