

**Dedham Coalition for Drug and Alcohol Awareness
September 10th, 2019**

Town of Dedham Health Department
Selectmen's Chambers
26 Bryant Street
Dedham, MA 02026

In attendance:

Leadership Team

Mike Butler – Coalition Chair
Allison Staton – Vice Chair, Parent
Fiona Flynn – Youth Team Lead, Youth
Jason Sullivan – Youth Team Lead, DPD
Erin Boles Welsh – Parent Team Lead
Janet Whelton – Harm Reduction Team Lead, Parent
Kristina King – Data Team Lead, DFC Director
Michael D'Entremont – Law Enforcement Rep
Laura Hickson – Business Sector Rep
Melissa Pearrow – School Committee Rep
Kathy Reda – Board of Health Rep
Monica De Winter – Parent Sector Rep
Dot Walsh – Media Sector Rep
Gail Kelley – School Sector Rep
Michael Podolski – Civic Organizations Rep

General Coalition Members

Cathy Cardinale – Dedham Health Department
Michael Buckley – DPD
Michele Grealy – Recovery Coach
Kelly Celata – Addiction Treatment Provider
Maria Antonuccio – DPS Nurse
Patrick Cronin – Addiction Treatment Provider
Fred Newton – Hope House Boston

Meeting called to order at 6:00 PM

Introductions

- Mike Butler facilitated introductions and introduced the Drug Free Communities (DFC) Grant. He noted that the grant was written and submitted by the Public Health Nurse, Jessica Tracy, and had been awarded in August 2018, a rare occurrence for first time applicants. The DFC Program Director, Kristina King, had been hired in February, with the Program Coordinator, Cassandra Bigness, hired soon after in May. Since the spring, the coalition staff and volunteer coalition members had been working to build coalition capacity and to plan for fall activities.

- Over the summer, a working group of coalition members had met several times to restructure the coalition in accordance with the DFC Grant as well as develop bylaws. This structure and the bylaws were presented to the School Committee, the Select Board, and the Board of Health and their comments were incorporated into the final version.

Public Comment

- The meeting was opened to public comment. No members of the public came forward to offer a comment.

Old Business

Strategic Plan Review

- Kristina King explained that as part of the DFC Grant Application, the town had submitted a Strategic Action Plan outlining the steps the coalition will take to 1) increase community collaboration around substance use prevention and 2) reduce youth substance use in Dedham. She noted that she had focused this summer on building community collaboration by working with key stakeholders such as the Youth Commission and the schools. The focus going forward was on continuing this capacity building while beginning implementation of education and environmental change strategies.
- Michele Grealy and Erin Boles asked for a copy of the Strategic Action Plan, and Kristina said she would email it to them.

New Business

Review of By-Laws and New Coalition Structure

- Kristina King went over the new coalition structure that was put together by the work group. The coalition decided to move from meeting on a monthly basis as a whole to meeting quarterly as a leadership/stakeholder team. Instead, work groups, called "Action Teams," will meet more frequently and will be responsible for carrying out Strategic Plan Activities. The Action Teams created were: Parent Action Team, Youth Action Team, Data & Evaluation Action Team, and Promotions & Marketing Action Team. The DFC staff, Kristina and Cassandra, provide support and resources to both the Action Teams and the Leadership Team.
- The Action Teams will be empowered to carry out the Strategic Action Plan. The by-laws state that an Action Team must first get approval from the Leadership Team if it wants to implement an activity that would either cost over \$2,000 of coalition moneys, constitute a significant change in policy direction, or may attract negative public attention to the coalition.

Communication Norms

- Due to Open Meeting Law, the Leadership Team cannot vote or deliberate via email. Mike Butler and Kristina King will check to confirm this. Therefore, votes must be conducted in person.

Discussion and Vote on Eliminating Promotions Team

- Kristina proposed that the coalition eliminate the Promotions and Marketing Team for the following reasons: 1) most of the social media for the coalition is managed by Cassandra already; 2) no coalition members have expressed interest in joining the team; 3) the business partnership aspect of marketing is already managed by

Laura in her capacity as business sector rep; 4) it is unclear what role this team would have in promoting the coalition (e.g., would other teams have to go through the promotions team each time they wanted to make a poster or have an event?), and 5) in Natick, for all of these reasons, their coalition recently did away with the marketing team and just had each action team do their own promotions for their events.

- Mike Butler opened up the floor for discussion. Laura Hickson, who was considering the role of Promotions Team leader, said that she agreed we should eliminate the team, citing the concerns Kristina mentioned.
- Kathy Reda asked whether there would be an issue with insufficient funding if there were no team to raise funds for the coalition. Laura mentioned that the coalition was already not able to fundraise as a town entity, and Kristina added that the grant already had some carryover funds that could be used for Action Team supplies, advertising costs, etc. Kristina also said that previously local businesses had been more than happy to donate funds or make in-kind donations to the coalition, and that Laura as business sector rep would look for new creative ways to partner with businesses.
- Michael Podolski asked why the coalition was voting to eliminate a team at the first meeting of the new structure. Monica DeWinter said that in her experience on coalitions, restructuring is an evolutionary process. She said that oftentimes, action teams get very energized for events and usually want to go ahead with marketing as soon as possible; she expressed concern that having to go through an intermediary team might dampen some of the enthusiasm.
- Kristina made a motion to eliminate the Promotions Team, which Gail Kelley seconded. The coalition voted to eliminate the team, with no “nays” voiced.

Working Group

Fall Planning Activity

- The coalition split up into four groups, one for each Action Team. Each subgroup completed an activity where they discussed and voted on 2-3 priorities for the fall, selected one activity as a first project, and planned next steps for that project.

Open Discussion

- The group reconvened to share priorities discussed in their working groups.
- Erin shared that the Parent Team had decided on the following priorities: getting trained in the Strategic Prevention Framework as well as Hidden in Plain Sight, providing resources on vaping, and developing a communication dissemination plan for parents. She added that the team would like to explore ways that training can be offered to parents other than in person, e.g. a webinar or recording.
- Janet from the Harm Reduction Team shared that their priorities were facilitating Narcan trainings for the public and developing a campaign to reduce stigma against people who access medically assisted treatment (MAT) for opioid addiction.
- Mike Butler noted that he had received overdose data from Fallon ambulance. There had been 26 overdose calls in the first 6 months of 2019. Of these cases, two-thirds were male and the average age was in the 50s.
- Kristina from the Data Team shared that their priority for the fall was implementing the 2019 Parent Survey, which asks parents about their beliefs, behaviors, perceptions, and attitudes regarding youth substance use. Gail Kelley added that the results of the MetroWest Adolescent Health Survey would come out in October.

- Dot Walsh asked if these and other data could be shared publicly. Mike Butler said that it was important to make these data accessible to the public. Kristina agreed that the data team should prepare a summary report of key indicator data for the town website.
- Allison Staton asked if data could be made available on number of drunk-driving arrests, and Mike D'Entremont said he could provide that information.
- Jay Sullivan from the Youth Action Team shared that their first priority was planning a substance-free youth event after a home football game on October 4th.

Sign-Ups

- The remainder of the meeting was devoted to allowing attendees time to sign Membership Agreement Forms, to sign up to distribute resources at Dedham Day, and to sign up for Action Teams.

Meeting ended at 7:30 PM