

Gratiot County Substance Abuse Coalition  
July 12, 2010 Meeting Minutes

Information Distributed: Meeting agenda, June Minutes, GCSAC Strategic Plan, Organizational Chart, 3<sup>rd</sup> Quarter Expenditure and IP Report, Communication Plan, IP Strategies-Draft

Started: 1:00PM

Ended: 2:35PM

Members in Attendance: Stacey Lynn Graham, Carol Waters, David Justin, Dan Carley, Julie Frick, Kim Vettor, Kelsey Thelen, Anne Lambrecht, Michael Brady, Kim Scott and Jackie MacDonald.

Chair: Carol Waters

Staff: Glenn Thelen

- I. Call to Order-Carol
  - a. Meeting Minutes for June were reviewed. Motion was made by Kim Scott to approve minutes from June. It was 2<sup>nd</sup> by Dan Carley. The members present approved the minutes unanimously without discussion.
  - b. Members went around the table and introduced themselves.
- II. Coalition Work Session-Approval and Review
  - a. Strategic Plan 2010-2015 approval-
    - i. Glenn updated the coalition on the changes to the plan. A paragraph about other drugs including medical marijuana, was added to the plan per Dan Carley's request at last months meeting. Glenn reports that only changes that still need to be made to the plan before it is submitted are to change the GCSAC office address and the web address. Glenn asked the group what they felt the web address should be and provided website examples from other counties in the Mid South region. There was some discussion on Kim Vettor motioned that "The web address be 'gratiotdrugfree.org'." Dan Carley 2<sup>nd</sup> the motion. The coalition passed the motion unanimously without further discussion.
    - ii. Kim Scott made the motion "to accept the strategic plan with addition of the new web address." David Justin 2<sup>nd</sup> the motion. The coalition passed the motion unanimously without discussion.
  - b. Child Advocacy-fiduciary status update-
    - i. Carol, Vic, Julie Glenn have meet with Child Advocacy to talk about Child Advocacy becoming the fiduciary for GCSAC. Child Advocacy has received the budget from GCSAC and will get back to GCSAC within the week. Glenn invited everyone to get involved in the discussions about Child Advocacy become the fiduciary for the GCSAC. The fiduciary chain of command flowchart was presented, indicating the roles and responsibilities of all of the parties. There was discussion about how decisions about how contracts will be made if Child Advocacy becomes the fiduciary. Anne Lambrecht suggested that the coalition develop a conflict of interest clause. Glenn stated that that the by-law committee will need to reconvene to make necessary changes to the GCSAC structure as indicated in the flowchart, regardless of what happens with the fiduciary arrangement in the upcoming year.
  - c. Implementation Plan-approval discussion and Plan review –
    - i. Glenn and Julie reviewed the logic models and the implementation plan. Glenn noted that there was not a budget submitted at this date because of the possibility of the change

in the fiduciary agency. There was discussion about a decrease in party patrols as the State of Michigan is not approving overtime. Discussion continued about switching some of the money designated for compliance checks to party patrols.

- ii. Motion was made by Anne Lambrecht-“To approve the implementation plan and logic models with the addition of party patrols as a strategy and with final approval happening through e-mail with the final budget.” Kim Scott 2<sup>nd</sup> the motion. Motion was passed by taking a roll call vote:

Anne-Y  
Michael-Y  
Kim-Y  
Jackie-Y  
Carol-Y  
Stacey-Y  
Kim-Y  
David-Y  
Dan-Y

d. Communication plan-review and approval-

- i. Glenn presented the Communication Plan through 2011 for the review and approval. A motion was made by Kim Vetter and seconded by Dan Carley to accept the communication plan as written. Because the Communication Plan is part of the Implementation Plan for 2010 – 2011 it was approved by role call vote:

Anne-Y  
Michael-Y  
Kim-Y  
Jackie-Y  
Carol-Y  
Stacey-Y  
Kim-Y  
David-Y  
Dan-Y

Due to time constraints, the remaining agenda items were tabled for this month. Glenn provided a quick summary on the current status of these items and the plan for them moving forward:

- Community Readiness – This exercise was planned to help complete the Narrative section of the Implementation Plan. Glenn will survey the group to gather the information for this section.
- Coalition support letter – There was no letter ready to be shared at this time.
- Nurturing Parenting training July 20 – 22. Please see Glenn if you are interested.
- Tobacco SYNAR checks are due at the end of the month – July 30. Gratiot County has four checks.
- Third Quarter Reports – Third Quarter report was passed around to the coalition. This was also e-mailed to the membership on July 8.
- GCSAC Website Review - The GCSAC website will be shared at a later date.