

# **Baraga County Communities That Cares Community Board Meeting**

## **Notes**

**January 29, 2015 6:00 pm**

**Baraga County Memorial Hospital Conference Room**

- 1) Call to Order and Introductions – K. Hendrickson - 6:15 - 6:20**
- 2) Approval of Notes from previous meeting; tonight’s agenda – K. Hendrickson – 6:20-6:30: Call for approval – B. D’Agnostino; 2<sup>nd</sup> – S. Gilliland. Passed unanimously.**
- 3) Workgroup reports:**
  - a) Resource Assessment and Evaluation – B. D’Agnostino - 7:00– 7:05: Tentative training date is 4/1, although this may be a problem due to spring break. D’Agnostino will check with workgroup members. This will be a follow-up to identification of priorities and will be 7.5 hours long. It will involve a review of known resources, then contact with service providers and policy leaders to determine whether they target the same priorities as selected by CTC. Workgroup then will meet to determine which should be interviewed in greater depth.**
  - b) Risk and Protective Factors Assess - C. Parker - Report: Data training and projected time line - 7:05-7:35: Training looked at our data and set a time line for reports and trainings to follow. The workgroup will be meeting at the Lakeside on the next three Wednesdays from 6 – 8 to identify priorities. Vote on selected priorities by the community to occur on 3/26. Prior to that time, this workgroup and the Communications workgroup will work together on a plan to inform the broader community of the vote.**
  - c) Youth Involvement – S. Larson: Call for meeting - 7:35-7:40: S. Larson not present, nor any workgroup members. However, she had sent email to members earlier in week in trying to set a meeting. New members are needed as many on the list have not been heard from in a long time. Members had suggestions for new workgroup members and will follow-up with those they know to have an interest and some expertise in this area.**
  - d) Community Outreach and Public Relations – Report: Web page - 7:45-7:50: Met last on 11/26 as a workgroup. Several members subsequently met with K. Weir from Dial Help regarding website development. He recommended Wix.com – he said they use Word Press, as K. Ritzenhein suggested, but Wix is easier to use. Hospital IT and other local experts may also be helpful. Wix has a free service but upgrade costs very little for the value. P. Dove has been looking at other CTC websites for ideas. K. Ritzenhein will send P. Dove information on another free source. Workgroup wants to link to all relevant websites and post contact**

information for workgroups. Minutes will continue to be posted to Face Book and will be posted on website as well once it is developed. Workgroup is going to create a 2-sided flyer with data results in a user-friendly format – they are looking at examples from other CTC groups.

- e) **Funding – Written Report Submitted by R. Crane; meeting report presented by C. Stanaway - 7:50-7:55:** R. Crane is working on 3 grants with assistance from G. Shelafoe. Drug-free Communities grant is now much more competitive. There was some discussion as to whether it covers programming. K. Ritzenhein will look into this. It does require a dollar-for-dollar match, but in-kind can be counted. It generously funds up to 10 years total.
- f) **Community Board Maintenance – J. Palmer – 7:55-8:00:** Action Item: By-laws final draft: J. Palmer presented final draft of by-laws, incorporating suggestions from previous emails, meetings. Several typos were noted that J. Palmer will correct. Letter of commitment will be clarified in that it pertains only to voting members. Move to approve with changes as noted: P. Dove; second: S. Gilliland. Motion passed unanimously. Letter of commitment draft will be sent to CTC membership before the next meeting. Members are asked to read it prior to the meeting and either email suggestions/typos to J. Palmer or be present at next meeting to discuss.
- g) **Executive – No report – Call for meeting in February – 8:00 – 8:05**

**4) Coordinator’s Report – T. Lerma - 8:05-8:10**

**a) Trainings:**

- i) **Tentative 4/1 (resource assessment workgroup) and 5/8-9 (everyone):** As noted previously, except May dates are 5/14 and 15.
- ii) **Training on data:** Training was well-attended and very helpful.
- iii) **Request for info on smoking cessation programs:** G. Shelafoe has requested information regarding smoking cessation programs in Baraga County. BCMH has a program pending – they are waiting to find out about funding. WUPHD now focuses more on campus policies and does not generally provide individuals with services for this.

**b) Survey for the Prevention project/on Survey Monkey:** Survey from PAIM was completed by 27 people this year, as compared to 14 last year. The CTC will be provided with a summary soon. We should make certain KBOCC is invited to discuss the survey.

- 5) Next Meeting Date - 2/26 (4<sup>th</sup> Thursday)? – and Location - C. Stanaway:** The responses of members to emails regarding when meetings would be easiest to attend resulted in the 4<sup>th</sup> Thursday at 6:00 pm being identified as best for more than any other time. The group present agreed to leave it at that day and time for the time being. C. Stanaway identified space in Baraga governmental offices if arrangements are made in advance. It was decided to leave the meeting at BCMH due to the ease of coming when a

meal is provided and due to the meals also being a part of any in-kind match that grants may call for.

- 6) Closing – 7:00-7:05: Motion to adjourn by S. Gillian, seconded by B. D’Agnostino. Passed by unanimous vote.

Respectfully Submitted,  
Terry DeRocher Lerma, PhD, LMSW  
CTC Coordinator  
Standing in for secretary