Coalition Meeting Minutes

South Bend School Library

Sept 19th, 2017 3:00pm - 4:30pm

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| Topic | Discussion | Actions to be taken |
| What IS a coalition? | Though the work may sometimes seem “fluffy”, it’s important to bring key community members together to discuss, plan, and implement the changes we want to see in our area.  |  |
| Required sectors- Who is missing? | \*See handout\* | If you know someone who should be involved, invite them to our next meeting! |
| Roles of staff and community members | Though we have a coalition coordinator and a prevention intervention specialist, we need to make sure they are not taking on the majority of the work load.  | A “Steering Committee” will be meeting to aid staff in making decisions and guiding the coalition. |
| Timeline | In order to be compliant with our grant, we need to accomplish a few tasks before Jan. 1, 2017. These include Rx Takeback and a Town Hall event. |  |
| Steering Committee | A Steering Committee sign-up sheet was passed around, the group will meet asap to make larger decisions (bylaws, mission, etc.) | If you’d like to be involved, please contact Kelsey via khopstad@co.pacific.wa.us |
| Meeting Schedule | We need to establish a monthly meeting time and date.  | Please participate in our Doodle Poll so we can set a date.  |
| Name | The coalition needs a name! Please brainstorm and send us your ideas. |  |
| Rx Takeback | October 28th 10a.m.-2p.m. We will be partnering with TAC. Our coalition is restricted to South Bend city limits.  | SBPD/Sheriffs and community volunteers will be needed to make this event a success. |
| Town Hall | It was suggested that we present at the Carnival/Open House on October 28th to reach a larger amount of people and raise awareness.  | Promotional materials will need to be developed by staff.  |