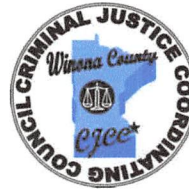


**2017 Crime and Crime Prevention  
(Alliance for Substance Abuse  
Prevention) Minutes**

**January - December**



WINONA COUNTY  
**ASAP**  
Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**January 23, 2017: 2:30 – 4:00 pm at the Winona Senior High School**

**Attendees:**

Phil Huerta  
Jenna McMillan  
Rebecca Church  
Linda King  
Helen Bagshaw  
Beth Moe

Payton Borchardt  
Travis Volkman  
Darci Roesler  
Stacy Cottrell  
Mark Anderson  
Tressa Reuter

Karla Eppler  
Wendy Haake  
Teri Henderson  
Marie Kovcesi  
Jeff Mueller

**Welcome and introductions:**

**Hope Harbor:**

- Guest speakers Joyce Rocco and Dorothy Ruppert presented
- Modeled after program offered in Marshall, MN running since 2005 addressing variety of destructive behaviors
- Looking to open up in Winona in July 2017
- **How long is the program?** 1 year, 1 month trial period
- **Cost?** \$3,000/month, private pay, grants and/or scholarships available, will not turn down individuals based on financial situation
- **Ages?** 13-17 year old females
- **Program orientation/description?** Identifies as Interdenominational, Christian, not affiliated with any church, residential group home, licensed by MN Department of Human Services
- **What counseling offered?** Counseling will be provided daily to residents by a licensed counselor on staff. On Fridays, families will participate in family counseling.
- **Is substance use treatment offered?** No, but will refer out
- **House capacity?** 6 females
- **Supervision?** 24/7 awake house staff
- **Schooling?** House will have one teacher on staff for homeschooling
- **Is the program voluntary or court ordered?** Voluntary, but sometimes sees court ordered clients. Girls often referred by family
- **What happens with a run away?** Too many unknowns to determine at this point
- **Freedom of residents?** Residents will be able to attend church, physical education at YMCA or WSU (potentially), participate in community service, off site counseling if needed, etc.
- **Service area?** 3 hour radius around Winona
- **House Location?** Circle Drive near Pleasant Valley Church

### **Approval of December minutes:**

Quorum not present, minutes will be sent to Board via email for approval

### **Addressing Marijuana:**

- Many expressed strong interest in adding marijuana to the action plan citing potential environmental improvements in Winona, student survey data, and feeling that ASAP should be in the front of any potential recreational legalization in MN to reduce growing use.
- Others voiced that it was also important to maintain RX drugs as an active focus citing that unlike nearby areas, Winona is still much lower in rates of abuse.
- We should have talking points prepared to overcome any potential challenges

### **Addressing Sunday liquor sales:**

- Members noted that this is not an extreme expansion of available liquor sale hours as other types of Sunday sales are allowed (3.2% beer, onsite, etc). Also mentioned was the fact Winona County is a border county to Wisconsin, where Sunday sales are legal, so access to offsite alcohol is already present.
- County Commissioner Marie Kovesci noted that there is a strong push in the state legislature on this in particular, and expects a fast approval lifting the ban on Sunday sales. Also suggested writing a proposal to legislators to place the tax levied into prevention or treatment rather than placing it back into the general fund.
- Members voiced concern about coming out with a negative stance on the issue, citing it may further hurt the work of the group since “they’re against one more thing”. Suggestion was brought to write a letter to editor in response to new coverage drawing attention to the great prevention work already happening in our community with two local substance abuse coalitions.

### **Financial update (Cultural training):**

- Adverse Childhood Experiences (ACE) Group in Winona is looking to initiate a train-the-trainer program to equip 30 people over 2 days (\$10,000), and offer 1-2 follow-up trainings (\$3,500/day)
- It was mentioned the trainer could facilitate a cultural training component, and we could contribute our budgeted line item since several members would also attend this ACE training
- We need to survey our members to see how many would actually be interested in attending the ACE training, and what aspect or topics of cultural competence they want training in
- We need more information on the ACE train-the-trainer program, and to talk with the organizers about a cultural training offering

### **Coalition member survey:**

Members are asked to complete a brief anonymous survey (5-15 minutes) before the next meeting.

***[Click here to access the survey](#)***

### **Follow-up items/Team updates:**

- Youth: Has been discussing strategies to make improvements to Garvin Heights
- Education/Training: Helen shared a video depicting warning signs of teen substance abuse, and described team’s efforts in organizing a similar mock teen bedroom at the Winona Health Wellness Expo on Saturday, February 25 from 9:00 am – 1:00 pm.

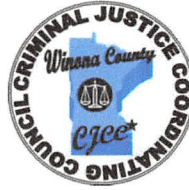
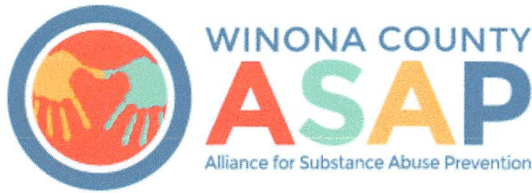
- Programs/Strategy: Looking to organize mock car crash in conjunction with Law Day mock trial event. Team needs to ask school administration about permissions and availability.
- Media/Outreach: Met with Peter Sternberg at WSU to discuss creating an infographic on collateral consequences with one of his classes.
- Data/Evaluation: Phil gained clarification that pharmacies can obtain a drop box, and he is collaborating with a practicum class at WSU to help Goltz Pharmacy through this process.

**Open discussion:**

- Beth Moe and Phil are going to the National Leadership Forum from Feb 6-9, and will provide insights gained at next Board meeting
- President's Day lands on next scheduled meeting time, we will instead meet on the fourth Monday of February

**Next meeting:**

Next meeting will be on **Monday, February 27, 2017 from 2:30 pm – 4:00 pm in Room 203 at Winona Senior High School.**



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**February 27, 2017: 2:30 – 4:00 pm at the Winona Senior High School**

**Attendees:**

Phil Huerta	Tressa Reuter	Erik Zellar
Rebecca Church	Karla Eppler	Kate Hansen
Helen Bagshaw	Teri Henderson	Dawn Gronner
Beth Moe	Marie Kovcesi	Lori Ortega
Travis Volkman	Ron Ganrude	Andrea Gierok
Darci Roesler	Dan Thiner	Gale Lanning
Stacy Cottrell	Deb McClellan	

**Approval of January minutes:**

- Minutes approved

**Financial report:**

- Winona Health does our accounting
- By the time you see the data, it is preliminary because of the timing statements are received
- February's report is based on credit card receipts 1-2 months back
- Can we switch to providing quarterly reports?
- Group consensus was to include reports in a **consent agenda format** on a monthly basis
- **Please see this month's report attached**

**Legislative update: Sunday liquor sales:**

- You can track a bill at <https://www.leg.state.mn.us/leg/legis>
- House Bill (HF 1901) authored by Hansen. **Summary:** if Sunday liquor sales becomes legal, an estimate of the new tax revenue must be made each year and that amount must be appropriated from the general fund.
- Companion Senate Bill (SF 976) authored by Kline. **Summary:** if Sunday liquor sales becomes legal, the estimated amount from the general fund will be used for chemical dependency treatment.
- Does not include prevention; there is group support to advocate for inclusion of prevention
- Members are encouraged to contact our representatives to request prevention be added
- **We cannot lobby with federal funds; members cannot tell legislators to vote a certain way while representing ASAP, but can tell legislators the importance of prevention and including it in the bill – AS A CITIZEN**
- **Please call all of your local representatives (talking with an aid is just as good) using the best contact info, and talking points below:**

State - Senate	Talking Points
<b>Senator Jeremy Miller</b> 651-296-5649 sen.jeremy.miller@senate.mn	<ul style="list-style-type: none"> <li>• Prevention is important, and works!</li> <li>• Please include prevention in bill SF 976</li> <li>• For each dollar invested in prevention, between \$2 and \$20 in treatment and other health costs can be saved (Journal of Primary Prevention, 2004)</li> <li>• Share what our group has done so far; there are 70 substance abuse prevention coalitions in Minnesota doing great work</li> <li>• Current federal aid to the state is distributed 80% towards treatment, and 20% towards prevention</li> </ul>
<b>Senator Mike Goggin</b> Assistant: Bennett Nass: 651-296-4264	
<b>State - House of Representatives</b>	
<b>Representative Gene Pelowski</b> Assistant: Lill Pohlkamp: 651-296-9552	
<b>Representative Steve Draskowski</b> Assistant: Allison Wrobble: 651-296-2208	

**Seeking volunteers for Lay Day event:**

- 9<sup>th</sup> year of Law Day event hosted by the Criminal Justice Coordinating Council (CJCC)
- Held on May 4<sup>th</sup> and 5<sup>th</sup> at the Winona County Court House
- Middle school students will be bused in, and volunteers will travel them around the court house for various speakers and sessions
- Need 32 volunteers for 2 sessions on 2 days: 9:15-11:30 am, and 12:30-2:30 pm
- **Phil** to get a button or shirt for volunteers to signify event partners
- **Deb** will help Lori with volunteer recruitment platform

**Marijuana problem analysis:**

- We officially adopted marijuana into the focus of our efforts last month because more students use marijuana than prescription drugs according to the Minnesota Student Survey
- To come up with strategies addressing this, we need to better understand the problem
- We did a problem analysis activity together to hear from each sector and member reasons why marijuana use is a problem, and to gauge consensus of importance
- **Please see the problem analysis diagram attached**

**National Leadership Forum update:**

- Beth Moe and Phil Huerta attended 4-day event in National Harbor, Maryland
- Beth participated in Dr. Earl Greene's Cultural Humility Training and was impressed
- Phil gained a lot from workshops on fundraising and leading students
- Highlight was meeting with all congressional representatives during Capitol Hill Day
- Met Amy Klobuchar, and talked with Al Franken and Tim Walz staff
- Had lunch with Deacon from Epiphany Community Services (hired evaluation consultant), and was assured that we're making good progress

**Team updates & follow-up items:**

- **Youth:** Working on positive community norm video concept, holding off on Garvin Heights project to obtain park gate and signage because of complexities related to park ownership
- **Education/Training:** We hosted the Hidden in Plain Sight exhibit on Saturday during the WH Wellness expo, and had a good turnout (70 people) despite lower expo attendance. Team did a

good job promoting, and will do this annually. Members suggested doing this at other locations (hotel room or with RA's at college), and **Ron Ganrude** offered their trailer for the Winona County Fair. Chasing the Dragon documentary was also shown last month at the Friendship Center (25 attendees), and today in 2 health classes at WSHS (56 students)

- Programs/Strategy: Mock crash is being organized by a student group at WSHS that will invite Cotter to participate, our team is meeting to plan other Parents Who Host activities
- Media/Outreach: WSU students are still working on infographic and campaign, our team is still working on Rx drug sticker concept and outreach with Project FINE
- Data/Evaluation: LAST CALL, please take the annual coalition survey if you haven't already:  
[Click here to access the survey](#)

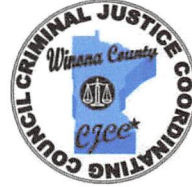
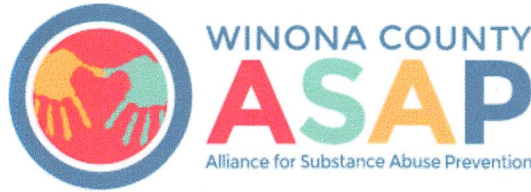
**Open discussion:**

- **Special guest speaker next month!** Dr. Beguin from Winona Health will talk about his work with opioid abuse over the last 10 years and starting the Conservative Pain Management Clinic.

*Minutes by Phil Huerta*

**Next meeting:**

Monday, March 20, 2017 from 2:30 pm – 4:00 pm in Room 203 at Winona Senior High School



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**March 20, 2017: 2:30 – 4:00 pm at the Winona Senior High School**

<b>Board of Directors</b>			
<b><u>Attendance:</u></b>	<b><u>Board Member:</u></b>	<b><u>Proxy:</u></b>	<b><u>Sector:</u></b>
Present	Travis Volkman		Chair
Present	Helen Bagshaw		Health
Present	Karin Sonneman	Rebecca Church	Government
Present	Ron Ganrude	Jeff Mueller	Law Enforcement
-	Terry Klonecki		Business
-	Mark Anderson		Schools
-	Joe McKonkey		Faith
-	Lori Ortega		Parent
-	Beth Moe		Civic/Volunteer
-	Mary Olson		Substance Abuse Treatment
Present	Darci Roesler		Youth Serving Organization
-	Brian Voerding		Media
Present	Payton Borchardt		Youth
-	Janneke Sobeck	<i>(non-voting)</i>	Program Director
Present	Phil Huerta	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>			
<b><u>Name</u></b>	<b><u>Organization</u></b>	<b><u>Name</u></b>	<b><u>Organization</u></b>
Deb McClellan	LWW - Treasurer		
Dr. Beguin	Winona Health	Wendy Haake	HVED
Dawn Gronner	Winona Health	Linda King	
Karla Eppler	Winona Ambulance	Kate Hansen	WSU Health & Wellness
Bridget Klinger	Winona Police Dept.	Marie Kovacs	Winona County Board
Jenna McMillan	MN Teen Challenge	Tressa Reuter	FCC
Violette Rose	WSU Nursing	Deb McComb	Winona County Services

**1. Consent agenda:**

- February minutes
- March Finance Report
- Not enough Board members present to vote for approval
- Voting will take place via email

**2. Preventing opioid misuse and the Conservative Pain Management Clinic (CMC):**

Dr. Beguin from Winona Health was a guest presenter to speak on his work around preventing opioid misuse in Winona County over the last decade, and creating the Conservative Pain Management Clinic (CMC) over the last few years in response. Bullet points of his presentation are listed below:



***What sparked this work?***

- Dr. Beguin came to Winona 12 years ago
- Noticed phone calls at 5:00 pm for codeine refills
- Saw the student survey results from 10 years ago: 1 in 5 middle school students, and 1 in 4 high school students reported misuse of prescription drugs
- Recognized there is not a lot of training for practitioners on pain management
- Some doctors were known for unhealthy prescribing habits

***What the environment was like:***

- 1996 – Oxycontin was created
- Pain as a vital sign was adopted by government, but this is highly subjective
- Death rates for opiate overdoses increased 16 fold
- 80% of heroin addicts started with prescription drugs from doctors office
- Opiates are few substances with no prescription limit, unlike other medicines by providers
- Some patients were prescribed 1000mg/day; these folks were likely diverting
- 30-60mg/day – someone can build tolerance and physical dependence
- 90mg/day – 8-fold risk of death

***In response, the Conservative Pain Management Clinic (CMC):***

- Dr. Beguin had many conversations with Charles Reznikoff in Hennepin County
- Created CMC 1.5 years ago for patients with chronic pain and high doses of opiates to get to lower or safer levels; addresses opiates and stimulants prescribed
- FOUR GOALS:

1. Patient would benefit
2. Safe amount prescribed
3. Educate patient and providers
4. Ensure those who don't need it, don't get it

- Ended practice of prescription refill over phone
- Require face-to-face appointments for refill
- “Identify what your treating, not just that it hurts”
- Required drug testing and pill counts on a regular basis
- Most appointments were 15-20 minutes, but now can take 30-90 minutes to explain proper dosage and reasoning
- Client signs agreement to use the one pharmacy agreed upon and subject to pill count
- Queries the prescriber database

***Achievements thus far:***

- First 3 months, 25% reduction in people receiving prescriptions
- Ended supply for many diverters and got them treatment
- Heavy, known prescriber retired
- Peer review board has not reviewed any overdose deaths
- Average mg/prescribed per day down to 75mg

***Challenges (What ASAP can help with):***

- HIPPA; ability to talk with law enforcement
- Expanding on registry of diverters
- Educate and increase number of people who lock meds up at home
- Disposal of opiates at hospital
- Fake UA's – local establishment sells fake pee (Royal Tobacco)

***What can nurses do?***

- Nurses can refer patients to CMC or another provider

***What do you think about medical marijuana?***

- Views it as a fallacy based on a lot of scientific findings
- There is a lot of research showing the addictive potential of marijuana
- There are only a handful of scenarios with medical use legitimacy; those situations should require a sub-specialist when all other alternatives didn't work
- States with legalized marijuana see majority of patients with chronic pain as males, ages 25-30

**3. Team updates & follow-up items:**

- **Youth:** Continuing work on positive community norm video. Meeting with videographer on Wednesday to work on concept. Filming day is Friday, March 31. Another group is planning a Community Talk for early-mid April.
- **Education/Training:** Talked with a presenter for a cultural competency training, deciding and planning as a team how to proceed. Helen challenged everyone to complete the attached alcohol quiz by April's Board meeting.
- **Programs/Strategy:** Mock crash planning meeting on Thursday at high school. Mock trial script for Law Day was drafted, and being reviewed. [\*Looking for volunteers for Law Day\*](#). Parents Who Host, Lose the Most campaign will launch next month; materials will be handed out at April's Board meeting. Bridget Klinger is facilitating numerous Responsible Beverage Server Training's this week and next, and will conduct compliance checks in the coming months. Next team meeting is Friday, March 24 at 9:00 am at the Family & Children's Center.
- **Media/Outreach:** Meeting with Project FINE again on Friday to sort out details for targeted outreach; will decide on which activities to do based on budget. WSU students recently conducted marijuana focus group at high school to guide efforts on infographic for students.
- **Data/Evaluation:** Next meeting is Thursday, March 23 at 3:00 pm in Westivew Room at Winona Health. Will talk about marijuana high school focus group findings and problem analysis diagram from last month to decide how to address teen marijuana use. Our evaluator is creating a parent survey, and report from our recent coalition survey. Results will be shared at April's meeting.

*Minutes by Phil Huerta*

**Next meeting:**

Monday, April 17, 2017 from 2:30 pm – 4:00 pm in Room 203 at Winona Senior High School



**WINONA COUNTY**  
**ASAP**  
 Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**April 17, 2017: 2:30 – 4:00 pm at the Winona Senior High School**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
<b>Present</b>	<b>Travis Volkman</b>		Chair
<b>Present</b>	<b>Helen Bagshaw</b>		Health
<b>Present</b>	Karin Sonneman	<b>Rebecca Church</b>	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
-	Terry Klonecki		Business
-	Mark Anderson		Schools
-	Joe McKonkey		Faith
<b>Present</b>	<b>Lori Ortega</b>		Parent
<b>Present</b>	<b>Beth Moe</b>		Civic/Volunteer
-	Mary Olson		Substance Abuse Treatment
-	Darci Roesler		Youth Serving Organization
-	Brian Voerding		Media
<b>Present</b>	<b>Payton Borchardt</b>		Youth
<b>Present</b>	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
-	Phil Huerta	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
<b>Deb McClellan</b>	LWW - Treasurer
<b>Andrea Gierok</b>	Winona State University
<b>Carin Hyter</b>	Winona County
<b>Karla Eppler</b>	Winona Ambulance
<b>Marie Kovcesi</b>	Winona County Board
<b>Tressa Reuter</b>	Family & Children's Center
<b>Deb McComb</b>	Winona County Services

**1. Consent agenda:**

- March minutes - revise to include Beth's comment about meeting all of Amy's staff in D.C.
- March Finance Report - noted higher supply expenses from printing, RBST, community talk. Still falls within our budget
- Not enough Board members present to vote for approval - voting will take place via email

**2. Coalition evaluation survey results:**

Deacon, our contracted evaluator, summarized the capacity survey findings. 19 coalition members completed the online survey to provide feedback on what we are doing well and where we can improve. A few key areas we can work on include leadership, community involvement/engagement, cultural competency, mobilization of youth, and coalition member turnover. A few successful areas include our

extensive coalition network and strong relationships in the community, our use of data to influence our work, our comprehensive strategy work, and our financial match of non-Federal funds. A more formal survey summary will be available by the end of the week, including recommendations for the coalition. Feedback from survey participants indicated that the survey was very lengthy and unclear who should fill it out (example sector rep or their proxy).

Deacon spoke about the [Parent Survey](#) that has been available online for two weeks. With only 19 responses so far, and a **goal of 300**, we need to push the survey out better. The intention is to close the survey by May 1<sup>st</sup>. Survey was emailed to all WMS parents per Brad Berzinski, emailed to all LAHS parents per Ryan Ihrke, and will be emailed to all WSHS parents per Mark Anderson.

### **3. Parents Who Host Lose the Most Campaign**

Kicked off the campaign at the community talk last week. Will go through mid-June to cover prom and graduation season. Committee would like to get the community more involved this year and have the message more widely publicized. Request made to coalition members to sign up to meet with 5-10 businesses that they are connected with in order to share the PWH message and invite the business to post a yard sign, sticker, table tent, or poster. List of businesses can be accessed on this [Google Doc](#) to sign up. Media team will market this campaign to the community. Suggestion made to either pick signs up after the campaign, or encourage businesses to hold on to them to re-use next year.

### **4. Team updates & follow-up items:**

- **Youth:** Finished filming Positive Community Norm video. Plan to show it at the Senior High and at various community events. Timeline for video completion and viewings unknown at this point.
- **Education/Training:** All board members are strongly encouraged to attend the [Cultural Humility Workshops](#) on May 16<sup>th</sup> (12:30pm at Tao Center and 4:30pm at the Senior High). Attendees can sign up on the website and earn CEUs. Had 50 people attend the 'Chasing the Dragon' viewing at Winona Health, with a very interactive Q&A session. Winona Health is also interested in hosting a 'Hidden In Plain Sight' event.
- **Programs/Strategy:** Mock crash scheduled for May 12<sup>th</sup> in Winona and May 5<sup>th</sup> in Lewiston. Project Sticker Shock will happen in June. Law Day script is based on a PWH situation.
- **Media/Outreach:** Met with Project FINE and will be translating Hidden In Plain Sight materials, one page document about ASAP, and the marijuana infographics produced by WSU students.
- **Data/Evaluation:** WSU students conducted focus groups at the Senior High. Findings indicated that marijuana use is normalized and students don't think there are consequences. Need to find out what the perception vs. reality is. Committee will talk to the school administrators about the policies and enforcement, will get referral data from the County (parental marijuana use), and will get data from juvenile probation officers.

### **5. Open Discussion**

Coalition members were urged to call legislators and indicate their support for Drug Court funding, as it is facing significant budget cuts. Contact information will be shared via email.

*Minutes by Janneke Sobeck*

### **Next meeting:**

Monday, May 15, 2017 from 2:30 pm – 4:00 pm in Room 203 at Winona Senior High School



**WINONA COUNTY**  
**ASAP**  
 Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**May 15, 2017: 2:30 – 4:00 pm at the Winona Senior High School**

<b>Board of Directors:</b>			
<b>*Bolted names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
Present	Karin Sonneman	<b>Rebecca Church</b>	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
-			Business
Present	<b>Mark Anderson</b>		Schools
-	Joe McKonkey		Faith
Present	<b>Lori Ortega</b>		Parent
Present	<b>Beth Moe</b>		Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
Present	<b>Darci Roesler</b>		Youth Serving Organization
-	Jerome Christenson		Media
Present	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
<b>Madeline Balka</b>	Live Well Winona
<b>Stacy Cottrell</b>	Miller Mentoring
<b>Don Cratchy</b>	Acumen Counseling
<b>Diane Hanke</b>	Winona Community member
<b>Kate Hansen</b>	Winona Partners for Prevention
<b>Carin Hyter</b>	Winona County
<b>Marie Kovcesi</b>	Winona County Board
<b>Gale Lanning</b>	Minnesota State College Southeast
<b>Deb McClellan</b>	Live Well Winona - Treasurer

**Consent agenda**

There are a few expenses in the April finances that were not yet included from the Parents Who Host campaign, totaling approximately \$1,500.

Minutes were not voted on.

**Strategic Planning for DFC Year 3**

Copies of logic models and action plans were distributed for alcohol and marijuana. Prescription drug work is going into maintenance mode. Phil requested coalition members review action plans and come prepared to discuss and revise at the June meeting. Phil will also email a hyperlinked document with additional potential initiatives to research and consider.

We have two Board positions open – Business and Substance Abuse Treatment sectors. Jenna McMillan was nominated and voted in as the Substance Abuse Treatment sector representative. Suggestions for Business sector included Dan English, Linda King, Dennis McEntaffer, Chad Brink, Island City Brewery owners, Ed Hoffman, and Wendy Hoffman. Janneke will invite Ed Hoffman to join us, and if he is not interested Travis will invite Dan English. Phil will invite the Island City Brewery owners and liquor stores to join the coalition during the Sticker Shock project in June.

Sustainability plan is needed in year 3 of our grant. This work group will begin in June. Lori, Kate, and Janneke volunteered to help. Anyone else that is interested in helping can let Phil know.

**Addressing marijuana**

Coalition will pay for members to attend a [prevention and treatment training](#) in St. Paul on June 2<sup>nd</sup>. Training is from 9am to 12pm and offers 3 CEUs. Let Phil know by May 26<sup>th</sup> if you would like to attend. Helen would like to go, and Lori may attend. Content will also be available via [webinar](#) on June 9<sup>th</sup>.

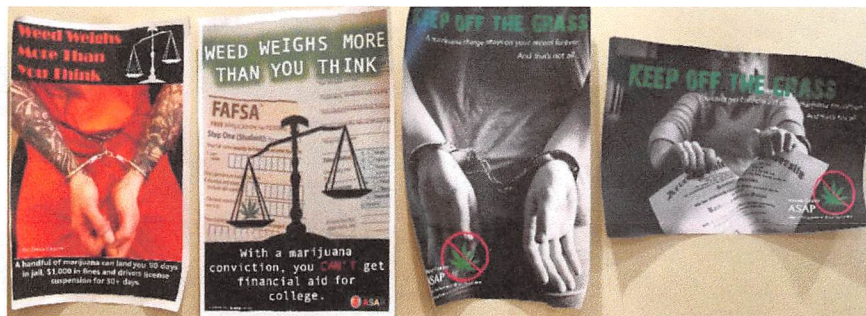
Helen attended a conference and recommended we invite the speaker, Ed Shemelya, to come speak to our coalition. Phil will look into this.

WSU student projects were displayed around the room for voting. Facts on the posters, brochures, and infographics need to be checked before we use any of them. Will use these materials at the County Fair and have Project FINE translate them.

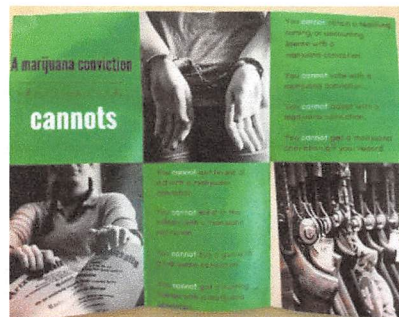
*Below are the winners based on anonymous voting.*



**Infographic**



**Posters**



**Brochure**

**Parents Who Host Lose the Most Campaign**

Reminder to please continue sharing the PWH message and invite businesses to post a yard sign, sticker, table tent, or poster. List of businesses can be accessed on this [Google Doc](#). The mock trial was based on

the PWH message. Suggestion made to look into movie ads and billboards for PWH, possibly in partnership with La Crosse for the latter. Don volunteered to interview with the media for the campaign.

Michelle Darst gave up an update on a Health Education Curriculum Analysis Tool (HECAT) training she held at Riverway and alcohol units covered at Cotter, Riverway, and the Senior High. Michelle also has a marijuana activity kit that can be used in the community to provide education.

### **Team updates & follow-up items:**

- **Youth:** As the senior team members graduate, Payton plans to recruit freshmen that will be part of the team for several years. Project Sticker Shock will take place in June. Positive Community Norm video draft will be available in a couple of weeks, and will be launched in the fall as part of a marijuana campaign.
- **Education/Training:** Cultural Humility training with Earl Greene had over 90 registrants. Everyone is invited to the next team meeting on May 24<sup>th</sup> at 4pm in the Lake Winona Manor classroom at Winona Health. Winona Health is interested in hosting a 'Hidden In Plain Sight' event, and the traveling exhibit will also be at the County Fair.
- **Programs/Strategy:** Next meeting is May 17<sup>th</sup> at 9am at the Family & Children's Center. Mock crash had good publicity.
- **Media/Outreach:** Need to recruit more team members.
- **Data/Evaluation:** Will review the [coalition assessment recommendations](#) from our evaluator at the next meeting.

### **5. Open Discussion**

**Marie:** Changes will be made in the jail to better address mental health and substance use. Currently recruiting for the planning committee. Talk to Marie if you are interested in joining. Project FINE is hosting a [fundraising dinner](#) on June 11<sup>th</sup>. It is a good networking opportunity. Talk to Marie if you'd like to contribute to a coalition table.

**Deb:** Live Well Winona is still looking for [volunteers for Trinona](#) weekend, June 10<sup>th</sup> and 11<sup>th</sup>.

**All:** Interested in changing meeting locations for the summer. Family & Children's Center, Live Well Winona, Pleasant Valley Church, and Nate & Ally's were suggested. Phil will look into.

### **Action Items**

- All coalition members to review action plans and come prepared to discuss and revise in June.
- Janneke will invite Ed Hoffman to attend our next meeting and join as the Business rep.
- Phil will invite offsite liquor sales representatives to coalition meetings.
- Let Phil know by May 19<sup>th</sup> if you would like to attend a [prevention and treatment training](#) in St. Paul on June 2<sup>nd</sup>.
- Phil will invite Ed Shemelya to come speak to our coalition about marijuana.
- All coalition members to review [coalition assessment recommendations](#) and come prepared to discuss and form a plan in June.
- Phil to secure meeting location for summer months.

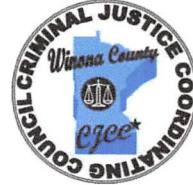
*Minutes by Janneke Sobeck*

### **Next meeting:**

Monday, June 19, 2017 from 2:30 pm – 4:00 pm. **Location TBD**



WINONA COUNTY  
**ASAP**  
Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**June 19, 2017: 2:30 – 4:00 pm at Pleasant Valley Church**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
-	Karin Sonneman	Rebecca Church	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
-	<i>Position available</i>		Business
-	Mark Anderson		Schools
Present	Joe McKonkey	<b>Brian Sauter</b>	Faith
Present	<b>Lori Ortega</b>		Parent
Present	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
-	Darci Roesler		Youth Serving Organization
-	<i>Position available</i>		Media
Present	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
<b>Diane Hanke</b>	Winona Community member
<b>Kattie Tibbs</b>	Winona Partners for Prevention
<b>Teri Henderson</b>	Winona County Probation
<b>Deb McComb</b>	Winona County
<b>Tressa Reuter</b>	Hiawatha Valley Mental Health Center
<b>Deacon Dzierzawski</b>	Epiphany Community Services
<b>Madeline Balka</b>	Live Well Winona

**Consent agenda**

Minutes for May Board meeting were approved.

Board would like to know the status of our 1:1 grant match requirement, how much grant money is spent, how much is left, and if we will spend enough before the end of Year 2. Phil will work with Treasurer (Deb McClellan) to provide answers next month.

**Announcements**

We need volunteers for two table opportunities: Know Your Neighbor and county fair booth

Know Your Neighbor – June 29th from 5:00-7:00 pm at Paul Giel. Kate Hansen is tabling, and we need 1 more volunteer. Please email [phil.huerta@winonacountyasap.org](mailto:phil.huerta@winonacountyasap.org) if you can help.

County fair booth – July 12 through July 16 from 12-2pm and 4-8pm. We still need about 16 volunteers to work 2-hour time slots to help parents through the “Hidden in Plain Sight” exhibit. Food and drink will be provided to volunteers during shifts. [You can sign-up online using this spreadsheet](#)



We will be interviewing a candidate to fill an internship position on Tuesday, June 27 at 11:00am at Live Well Winona. Please email [phil.huerta@winonacountyasap.org](mailto:phil.huerta@winonacountyasap.org) if you would like to join.

### **Review coalition survey recommendations**

Data/Evaluation committee will review recommendations from coalition survey to create a small action plan and share it with the Board next month.

### **Strategic Planning for DFC Year 3**

Phil recapped the draft documents that were sent out, and welcomed any questions or debate. Many questions and ideas were discussed. What do we want to do in Year 3? How do we get people to care?

- More reporting out of survey data was suggested
- Other communities – youth summit
- What have we done:
  - o Provide information – PWH
  - o Build skills – Hidden in Plain Sight
  - o Reduce barriers – translate materials
  - o Enhance access – Rx drug take back days
- What haven't we done:
  - o Policy
  - o Physical changes
- What do we want to do:
  - o School policies
  - o Social host ordinance – how it's handled at county attorney?
  - o Talk to kids at high school and middle school
  - o Sophomore health class just 1 day – talk about consequences
  - o Phil & Beth talk to principal about policy and discipline
  - o Look at state guidelines
- How can we be more proactive:
  - o Curriculum – not enough time, can we do more?
  - o Restorative justice/diversion – have peers share?
  - o FRFF?
  - o Parent-teacher conferences?
  - o Before & after sporting events? Announcements?
  - o Any mandatory meetings?
- Deacon (Hired consultant, Epiphany Community Services) suggested:
  - o Focus on one thing (not more data) within 12 months that will cause change

### **Team updates**

- **Programs/Strategy:** Everyone who took materials to businesses now do follow-up by visiting again. Ask if they used it and what dialogue they've received, then collect materials for next year.
- **Education/Training:** Organizing Hidden in Plain Sight exhibit at Winona County Fair, need volunteers for 2-hour shifts. Also, hosting exhibit at Winona Health on Tuesday after fair.
- **Media/Outreach:** Worked with Project FINE to translate county fair materials into Spanish.

- **Data/Evaluation:** Communicating through email to gather data so we can evaluate success of PWH campaign.
- **Sustainability:** Formalizing team, plan needed by end of calendar year
- **Youth:** Most have graduated. Payton is recruiting. Phil taking group to Atlanta in July for national conference and leadership training.

### **Open Discussion**

Aug 13 – Solomon’s Song event, form team for dunk tank? Phil was nominated.

### **Action Items**

- All coalition members to review draft action plan materials and come prepared to discuss and revise in July
- Janneke will invite Ed Hoffman to attend our next meeting and join as the Business rep and if he is not interested, Travis will invite Dan English
- Phil will invite offsite liquor sales representatives to coalition meetings
- Phil will invite Ed Shemelya to come speak to our coalition about marijuana

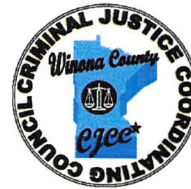
*Minutes by Beth Moe.*

### **Next meeting:**

Monday, July 17, 2017 from 2:30 pm – 4:00 pm at Pleasant Valley Church.



WINONA COUNTY  
**ASAP**  
Alliance for Substance Abuse Prevention



Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee  
July 17, 2017: 2:30 – 4:00 pm at Pleasant Valley Church

ATTENDANCE

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
Present	Karin Sonneman	<b>Rebecca Church</b>	Government
Present	Ron Ganrude	<b>Jeff Mueller</b>	Law Enforcement
-	<i>Position available</i>		Business
-	Mark Anderson		Schools
-	Joe McKonkey	Brian Sauter	Faith
Present	<b>Lori Ortega</b>		Parent
Present	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
-	Darci Roesler		Youth Serving Organization
-	<i>Position available</i>		Media
-	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
Stacy Cottrell	Miller Mentoring
Kate Hansen	Winona Partners for Prevention
Teri Henderson	Winona County Probation
Holly Courtenay	St. Mary's University
Tressa Reuter	Hiawatha Valley Mental Health Center
Carin Hyter	Winona County Drug Court
Linda King	ComfortTex
Dar Finlayson	Community member
Nazeer Zerka	St. Mary's University

## MINUTES

### Consent agenda

**June draft minutes:** Not voted on. We did not have a quorum at that time.

**Financial update:** We have a 1:1 grant match requirement. We have spent \$84,314.66 YTD and have acquired \$102,725 YTD in match funds. We will have approximately \$20,000 left to spend after taking into account actual remaining expenses. Much of the unspent funds is a result of not traveling to the conferences we planned on. The group brainstormed a few alternatives to spend unused funds, and will discuss and vote on the options at the next Board meeting.

### ***Ideas for unspent funds:***

- Dunk tank - \$2,500
- Upgrade Rx drug drop box at L.E.C. in Winona - \$1,500 to \$2,000
- Compliance checks – to cover overtime staffing expenses (L.E.) - \$2,000
- Crucial Conversations training - ?
- Student survey implementation - \$2,000 with ECS
- National Rural Youth Substance Abuse Prevention Conference - \$2,000

### Follow-up on action items:

- Janneke will invite Ed Hoffman to attend our next meeting and join as the Business rep and if he is not interested, Travis will invite Dan English – **Linda King was nominated to be the Business sector rep**
- Phil will invite offsite liquor sales representatives to coalition meetings – **One individual at Fifth Street Liquor was interested, but did not come to meeting today**
- Phil will invite Ed Shemelya to come speak to our coalition about marijuana – **Phil shared a concern after researching Ed more, that having him present could create controversy or a negative perception of ASAP because Ed is strongly against marijuana and seen as more punitive. Several members agreed to find another option.**

### ASAP 101 Presentation

Janneke and Phil presented background information on the group history and structure. The presentation will be sent out with the Board meeting minutes.

### Coalition survey response plan

Kate Hansen shared recommendations that the Data/Evaluation committee came up with. The group was encouraged to have discussion. The recommendations are listed at the end of the minutes, and will be voted on at August's Board meeting.

### Strategic Planning Part II – SWOT Analysis

Did not have time for this activity.

### Team updates

- **Programs/Strategy:** Began planning a Marijuana Community Talk.  
Next meeting: Friday, July 28 at 9:00 am at Family & Children's Center.
- **Education/Training:** Recently hosted Hidden in Plain Sight exhibit at Winona County Fair and Winona Health.  
Next meeting: TBD

- **Media/Outreach:** No update.  
Next meeting: TBD
- **Data/Evaluation:** No update.  
Next meeting: TBD
- **Sustainability:** No update.  
Next meeting: TBD
- **Youth:** No update.  
Next meeting: TBD

### **Open Discussion**

Seeking 2 members to attend ECS Coalition Retreat in St. Louis from September 21-22.

Seeking 2 volunteers to table at "[Know Your Neighbor](#)" event on Thursday, July 27.

### **New Action Items**

- Beth to invite Jerome as new Media rep
- Seeking nominations for Chair and Vice Chair positions

*Minutes by Phil Huerta.*

### **Next meeting:**

Monday, August 21 from 2:30 pm – 4:00 pm at Pleasant Valley Church.

### **Response Plan from coalition survey findings:**

**Implement a coalition orientation process to provide information to new and current members around coalition infrastructure, membership, and strategy use.**

1. Present ASAP 101 annually at coalition meeting
2. Present ASAP 101 at one-on-one meetings with new members
3. Add proxy system to inform coordinator and orient proxy
4. Follow up with new members after two meetings to check in and answer questions
5. Provide coalition communication training to cover elevator pitch and other talking points (eg if you are tabling for ASAP)

**Develop roles and responsibilities for coalition members and staff to ensure all participants understand their obligations to the coalition and can hold each other accountable for implementing the work.**

1. Continue to have sector reps sign CIAs and review annually (emphasize the importance of both identifying a proxy and not overusing a proxy)
2. Review coordinator and director job descriptions annually
3. Develop coalition member expectations/CIAs (more generic, how can you contribute)

**Work to develop the internal capacity of the coalition beyond staff training including member participation in conferences.**

1. Keep a calendar of upcoming and annual relevant trainings
2. Add placeholder on the agenda for Education (include time for upcoming trainings/conferences and for recap of relevant trainings members have attended). For annual trainings have someone that has attended speak about it to entice others to attend
3. Link trainings back to roles and responsibilities (make it a norm). Add a requirement in the coalition member agreement to attend a coalition-funded training/event at least once a year

**Seek to create a process that encourages participation from “missing” populations in the community.**

1. Coalition to identify the missing populations (such as Drug Court graduates or participants)
2. Identify the right coalition member to extend a personal invitation to these populations

**Make action plans available at all coalition meetings for members to use to understand the implementation process, strategy use, and to hold each other accountable for implementing assigned tasks.**

1. Have each action team speak about their section of the action plan at the coalition meeting. Develop a report template (eg next meeting, successes, upcoming projects, question or opportunity for coalition feedback)
2. Have each team reference the action plan at their action team meetings
3. Create Google Drive, Intranet, or better maintain the page on our website where members can find meeting package
4. Assign an action team to facilitate the Board meeting on a rotating schedule



WINONA COUNTY  
**ASAP**  
 Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**August 21, 2017: 2:30 – 4:00 pm at Pleasant Valley Church**

**ATTENDANCE**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b><u>Attendance:</u></b>	<b><u>Board Member:</u></b>	<b><u>Proxy:</u></b>	<b><u>Sector:</u></b>
<b>Present</b>	<b>Travis Volkman</b>		Chair
-	Helen Bagshaw		Health
<b>Present</b>	Karin Sonneman	<b>Rebecca Church</b>	Government
<b>Present</b>	Ron Ganrude	<b>Jeff Mueller</b>	Law Enforcement
<b>Present</b>	<b>Linda King</b>	Karla Eppler	Business
-	Mark Anderson		Schools
<b>Present</b>	Joe McKonkey	<b>Brian Sauter</b>	Faith
-	Lori Ortega		Parent
-	Beth Moe	Brian Voerding	Civic/Volunteer
<b>Present</b>	<b>Jenna McMillan</b>		Substance Abuse Treatment
<b>Present</b>	<b>Darci Roesler</b>		Youth Serving Organization
-	<i>Position available</i>		Media
<b>Present</b>	<b>Payton Borchardt</b>		Youth
<b>Present</b>	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
<b>Present</b>	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b><u>Name:</u></b>	<b><u>Organization:</u></b>
<b>Kate Hansen</b>	Winona Partners for Prevention
<b>Tressa Reuter</b>	Hiawatha Valley Mental Health Center
<b>Alison Marco</b>	Community member
<b>Rich Dahman</b>	Winona Area Public Schools
<b>Deb McComb</b>	Winona County

## MINUTES

### Consent agenda

**July draft minutes:** Approved.

**Coalition survey response plan:** Approved.

### Follow-up items

- Beth to invite Jerome as new Media rep.  
**Jerome is very busy with staff changes at WDN. Discussed possibility of Matt Senne from Leighton Broadcasting or Sarah Squires from Winona Post. Linda will invite Sarah.**
- Nominations for Chair and Vice Chair.  
**Beth was approved as the new Board Chair and Helen was approved as the new Vice Chair.**
- September meeting location.  
**Coalition meetings will continue to be held at Pleasant Valley Church. May need to coordinate carpool for student(s) in the County Youth Coalition (starting up this semester). WAPS Superintendent Rich Dahman indicated this work is important to the schools and he will talk to Principal Anderson to determine who should represent WAPS in the coalition.**

### Know Your Neighbor

This will be the last event in a three-event summer series hosted by the Rotary and Leighton Broadcasting. Payton and Kate volunteered to help at the East Rec Center from 5-7pm on Thursday, August 31<sup>st</sup>. Tressa will be there with HVMHC and may be able to have her table next to ASAP's.

### Strategic Planning

Leading up to the meeting, each team was tasked with filling out their action plan for the next year. Team leaders provided a summary of their plan during the meeting. All plans will be merged into one master action plan for the coalition.

Suggestion was made to the Education Team to host the Hidden In Plain Sight (HIPS) exhibit downtown (possibly during the Sweet Stroll), at employee health fairs (such as Thern and Watkins), and at MN State College – Southeast Technical.

Positive Community Norm (PCN) marijuana video needs key messages from youth action team before it can go live at the end of October as part of a larger marijuana community campaign. Suggestion was made to hold a focus group to capture youth voices and ideas for dissemination of the video.

Marijuana campaign will include infographic posters designed by students, digital billboard, and PCN video. Update will be provided at the next board meeting.

Phil has started recruiting for a county youth coalition, with a goal of having two representatives from each school, including Minnesota Homeschooler's Alliance.

### Financial update

Coalition has approximately \$17,000 remaining in the budget for the year. Possible items and projects were discussed. It was decided to invite Chad to present a dunk tank sponsorship proposal at the next coalition meeting after confirming this would be allowable by the grant and fiscal agent (**post-meeting it was discovered that this is not an allowable expense per the grant Project Officer**).

The following items were approved to fund:

- Upgrade Rx drug drop box at L.E.C. in Winona (\$1,100) - Jeff
- Get Rx drug drop box for Lewiston (\$1,100) - Jeff
- Compliance checks overtime staffing expenses for L.E. (1,500-\$2,000) - Jeff
- Crucial Conversations training (\$3,250) - Janneke
- Student survey design and implementation (\$2,000 with ECS) - Phil



- ECS site visit and training (\$500-\$1,000) - Phil
- ASAP shirts and pens (\$1,000) - Phil
- Electronic billboard ad on HWY 61 (\$900 for 3 months by end of 2017) - Phil
- Tabling toolkit (\$1,500) – Helen

Suggestion was made to do safe drug disposal education via postcards with every prescription handed out at pharmacies. This has been very successful in Rice County. Jenna will connect us.

### **Recruitment**

Spreadsheet was shown of organizations that we want to be part of our work. Members volunteered to reach out to people and invite them to join the coalition. We will revisit this at September's meeting.

### **Action Items**

- Janneke to set up Crucial Conversations training
- Beth/outreach team to develop coalition member expectations/CIAs for general membership
- Janneke to set up communication training with Diane Amundson (record it for future use)
- Janneke to develop Board Meeting Action Plan Report Template (include next meeting date, recent successes, upcoming projects or campaigns, discussion item or question for coalition feedback, volunteer needs)
- Linda to invite Sarah Squires to serve as our Media Coalition Sector Representative
- Jeff to coordinate purchase of new Rx drug drop box in Winona and Lewiston
- Jeff to coordinate compliance checks
- Phil to set up site visit, sustainability training, and student survey with ECS
- Phil to purchase shirts and pens
- Helen/training team to purchase tabling toolkit
- Phil to check on movie theater ad cost for PCN video
- Jenna to connect Phil with Rice County to learn about safe drug disposal education via postcards

### **Topics for Future Meetings**

- Identify missing populations and invite representatives to join coalition
- Update on marijuana campaign (look into cost of showing PCN video at movie theater)

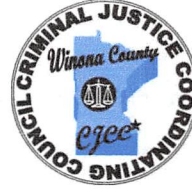
### **Next meeting:**

Monday, September 18, 2017 from 2:30 pm – 4:00 pm at Pleasant Valley Church.

*Minutes by Janneke Sobeck.*



WINONA COUNTY  
**ASAP**  
Alliance for Substance Abuse Prevention



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**September 18, 2017: 2:30 – 4:00 pm at Pleasant Valley Church**

**ATTENDANCE**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
-	Karin Sonneman	Rebecca Church	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
Present	<b>Linda King</b>	Karla Eppler	Business
Present	<b>Mark Anderson</b>	Chai Lee	Schools
Present	Joe McKonkey	<b>Brian Sauter</b>	Faith
Present	<b>Lori Ortega</b>		Parent
Present	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
Present	<b>Darci Roesler</b>		Youth Serving Organization
-	<i>Position available</i>		Media
Present	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
<b>Kate Hansen</b>	Winona Partners for Prevention
<b>Karla Eppler</b>	Winona Area Ambulance
<b>Stacy Cottrell</b>	Miller Mentoring
<b>Bridget Klinger</b>	Winona Police Department
<b>Alison Marco</b>	ASAP Secretary
<b>Deb McComb</b>	Winona County Services
<b>Sarah Beguin</b>	WSHS Student

## MINUTES

Officers for the new year were introduced: Beth Moe, Chair; Helen Bagshaw, Vice-Chair; Alison Marco, Secretary

### Consent agenda

Travis Volkman moved to approve August minutes and financial updates (while moving Year 3 Budget to a voting item), and Jenna McMillen seconded the motion. Motion was approved by consensus.

The Year 3 (Fiscal Year 2018) Budget was pulled from the consent agenda in order to have a formal board vote. Lori Ortega made a motion to approve, and Brian Sauter seconded it. The budget was unanimously approved.

### Informative Presentation

Jennifer Timm from Bridges Health Winona talked about the new program the organization offers. Bridges Health is a collaborative among Winona State University, Live Well Winona, and Neighborhood Family Clinics. They will provide free, walk-in health screenings Thursdays, 3-6 p.m. at Live Well Winona. Services will include health screenings, lifestyle coaching, health promotion and physicals (including sports physicals). It will allow people who are uninsured or underinsured to receive services; they will also provide referrals to other community resources. Health profession students will have the opportunity to work with patients and area health professionals. They will also work on S-BIRT (Screening, Brief Intervention, and Referral Treatment program).

### Follow-up items

- Janneke to setup Crucial Conversations training with Ann MacDonald at Winona Health and setup communication training with Diane Amundson. **Not enough money to do both; move to October agenda**
- Janneke to develop Board Meeting Action Plan Report Template (inc'l next meeting date, recent successes, upcoming projects or campaign, discussion items or question for coalition feedback, volunteer needs, etc.) **In progress. Going forward, during months with outside presenters, project teams will turn these templates in and they will be added to the consent agenda.**
- Linda to invite Sarah Squires to serves as Media Coalition Sector Representative. **In progress.**
- Jeff Mueller to coordinate purchase of new RX drug drop box in Winona and Lewiston. **DONE in Winona (article in local papers); in progress for Lewiston.**
- Jeff Mueller to coordinate compliance checks. **STATUS: Unknown**
- Phil to setup site visit, sustainability training and student survey with ECS (evaluator company) **Deacon will be in Winona for next meeting, October 16. Training will be set up around schedule of Deacon and coalition.**
- Phil to purchase shirts and pens. **DONE**
- Phil to check on movie theater ad cost for Positive Community Norms (PCN) video. **Cost for 7 screens, 15-sec ad, 3x before each film, 1 paid/2 comped (3:1 match): \$1,984 Oct –Dec.**
- **ACTION ITEM:** Ask for board vote (since not in original budget). Travis Volkman moved, Linda King seconded motion to sign contract with theater company. Motion passed unanimously.
- Helen/training team to purchase tabling toolkit. **In progress.**
- Jenna to connect Phil with Rice County to learn about safe drug disposal education via postcards. **DONE**

### Recruitment Strategy

There was intended to be discussion about goals and taking action in recruiting new team members. This was removed from agenda due to time constraints. Coalition members are asked to think of one or two people who might be interested in joining, reach out to them, and share information via e-mail.

## **Action Team Reports**

- **Students (Sarah):**
  - Campaign about looking at how people (students) think about and perceive substance abuse
  - “Real BUD” slogan – Picked top 3 messages:
    - “Real BUD: Real friends help you make smart choices”
    - “Real BUD: Real friends help you stay focused”
    - “Real BUD: Most friends don’t use marijuana”
    - Because ASAP’s brand will be associated with these messages, board took a vote to approve messages that students picked.
    - Travis Volkman made a motion and Brian Sauter seconded the motion to approve these messages. Board approved unanimously.
- **Program Committee (Darci):**
  - Community Talk (focusing on marijuana use) at WSHS October 24, 6:30-8 p.m. – Panel will include Rebecca Church (Winona Co. Attorney’s Office), Bridget Klinger (Southeast Minnesota Drug Task Force, medical personnel, someone from the recovery community)
  - RX drug take-back day, October 28, Central Fire Station, 10 a.m. – 2 p.m. (need some more volunteers)
  - Saint Mary’s University, October 31, Walk of Horrors – will feature Ultimate S’Mores for ‘tweens
- **Outreach Committee (Beth):**
  - Newspaper Opinion Piece by coalition members - Events that are coming up and what we are up to and doing within the organization
  - Board members will write first articles. Beth will write first one, as incoming Board Chair talking about ASAP, what we do and who we are, and highlighting events, activities and accomplishments (early October)
- **Training Committee (Helen and Jenna):**
  - Working with late October Community Talk - Hidden in Plain Sight Display
  - Medicine cabinet display (from State Fair) – Jenna will work to put this together
  - Information on medicine boxes - [www/stopMedicineAbuse.org](http://www/stopMedicineAbuse.org) on medicine boxes with twitter account 2stopMedAbuse
- **Evaluation Committee (Phil):**
  - Working on baseline survey about marijuana use with Deacon drafting it. Will be sent to students at schools and parents via e-mail.
- **Sustainability Committee:**
  - With Deacon here for October 16 meeting, we will find a time to talk with him for a couple hours about developing a committee and how the committee can develop a plan. More information to come.

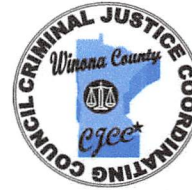
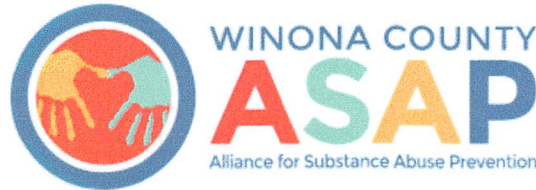
## **Other:**

- Sunday, October 24- Court House Open House – Phil and Alison will be volunteering at ASAP table. Other team members will be representing affiliated groups.
- Welcome Week, September 15-24- sponsored by Project FINE and City of Winona, to highlight accomplishments and achievements of community newcomers, as well as asking long-time residents to join with newcomers for community celebrations.

## **Next Scheduled Meeting:**

Monday, October 16, 2:30 p.m., Pleasant Valley Church

*Minutes by Alison Marco and Beth Moe.*



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**October 16, 2017: 2:00 – 4:00 pm at Pleasant Valley Church**

**ATTENDANCE**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b><u>Attendance:</u></b>	<b><u>Board Member:</u></b>	<b><u>Proxy:</u></b>	<b><u>Sector:</u></b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
Present	<b>Karin Sonneman</b>	Rebecca Church	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
-	Linda King		Business
-	Mark Anderson	Chai Lee	Schools
Present	<b>Joe McKonkey</b>	<b>Brian Sauter</b>	Faith
-	Lori Ortega		Parent
Present	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
-	Darci Roesler		Youth Serving Organization
-	<i>Position available</i>		Media
Present	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b><u>Name:</u></b>	<b><u>Organization:</u></b>
<b>Kate Hansen</b>	Winona Partners for Prevention
<b>Stacy Cottrell</b>	Miller Mentoring
<b>Bridget Klinger</b>	Winona Police Department
<b>Alison Marco</b>	ASAP Secretary
<b>Carin Hyter</b>	Winona County Drug Court
<b>Marie Kovcsi</b>	County Commissioner
<b>Tressa Reuter</b>	Hiawatha Valley Mental Health Center
<b>Amanda McGregor</b>	Winona Health

## MINUTES

### Consent Agenda

#### **Financial Update: Approved**

**Motivational Interviewing Training:** Kate Hansen talked about an opportunity to getting training in motivational interviewing through the Winona Partners for Prevention (WP4P). Timothy Milbrandt, MS, CTC from Mayo Clinic's Nicotine Dependency Clinic will facilitate the 3-part. One full day session followed by two half day instructor led practice sessions will be offered. Up to 1.5 CEUs or continuing education units, will be provided through WSU's Adult and Continuing Education Department to at no cost to participants. Participants will receive digital handouts of the materials provided by the instructor. This training is open to ALL and is FREE. All sessions will take place in Haake Hall's first floor conference room at WSU.

#### ***Dates & Times***

***November 2<sup>nd</sup> 8am-4pm (Lunch provided)***

***November 9<sup>th</sup> 8am-12pm***

***November 16<sup>th</sup> 8am-12pm***

Please [register online](#) by 10/28/17

#### **RECAP of ECS Coalition Retreat:**

Janneke talked about using world café style to open up a wider discussion for the topic of sustainability and public health wellness tools.

#### **Sustainability Training:**

##### **What is Coalition Sustainability?**

- Focusing on sustaining the coalition and goals in the community.
- Understanding the need to sustain both people and financial resources.
- Developing a plan that will keep the coalition moving forward and can use in future planning.
- Ensuring that the plan maintains the needed strategies and interventions.

**What Do We Want to Sustain?** We need to sustain people, the model that we use, relevant work, resources, and strategies/ interventions.

##### **Went around the room and discussed and shared everyone's responsibility in ASAP**

**People:** We need to sustain relationships with different people and their roles within the coalition. We need to be able to recognize them and reward them, as well as, respect their opinions in the group. It is also important to show and share the results that are created.

**Our Model:** This includes having a calendar for the process of the coalition, using the products developed and updating them regularly, sharing the work and responsibility, and letting others know.

**Relevant Work:** We need to know what the concerns are for the community by identifying shared root causes, show the interaction of different issues, and align with champions on important issues.

**Resources:** Types of resources – Human, social, and material. Questions to think about – What resources do we have? What do we need? How and where do we get them?

**Strategies/Interventions:** They need to be proven effective and aligns with logic model.

**How do we raise funds? The four ways are: Ask, Share, Earn, and Charge.**

**Ask:** Grants, fundraisers, donations, and payroll

**Share:** Assert sharing, in-kind contribution, leverage shared position

**Earn:** Entrepreneurial activity, business plan, partial ownership in a for-profit enterprise

**Charge (Biggest way to Growth):** Fee for service, fine/penalty (prevention revenue), line item in a budget

**Discussed the pros and cons of each way in Winona.**

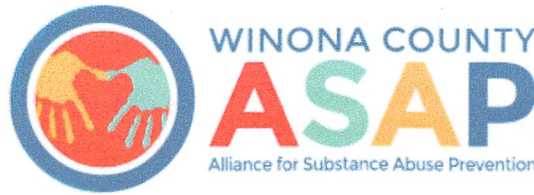
**Upcoming events:**

- Marijuana Community Talk and Hidden in Plain Site Exhibit - October 24<sup>th</sup> 6:30pm-7:30pm at the Winona Senior High School auditorium.
- National Prescription Drug Take Back Day- October 28<sup>th</sup> 10:00am-2:00pm at the Central Fire Station
- Tween Ultimate S'mores Party- October 31<sup>st</sup> 7:00pm-8:30pm At the St. Mary's University – Gazebo

**Next Scheduled Meeting:**

Monday, November 21<sup>st</sup> at 2:30pm at Pleasant Valley Church

*Minutes by Alison Marco*



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**November 20, 2017: 2:30 – 4:00 pm at Pleasant Valley Church**

**ATTENDANCE**

<b>Board of Directors:</b>			
<b>*Bolded names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
-	Travis Volkman		Chair
<b>Present</b>	<b>Helen Bagshaw</b>		Health
<b>Present</b>	<b>Karin Sonneman</b>	Rebecca Church	Government
-	Ron Ganrude	Jeff Mueller	Law Enforcement
<b>Present</b>	<b>Linda King</b>		Business
<b>Present</b>	Mark Anderson	<b>Chai Lee</b>	Schools
<b>Present</b>	Joe McKonkey	<b>Brian Sauter</b>	Faith
-	<i>Position available</i>		Parent
<b>Present</b>	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
<b>Present</b>	<b>Jenna McMillan</b>		Substance Abuse Treatment
-	Darci Roesler		Youth Serving Organization
-	<i>Position available</i>		Media
-	Payton Borchardt		Youth
<b>Present</b>	<b>Janneke Sobeck</b>	<i>(non-voting)</i>	Program Director
<b>Present</b>	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Member and Guest Attendance:</b>	
<b>Name:</b>	<b>Organization:</b>
Kate Hansen	Winona Partners for Prevention
Bridget Klinger	Winona Police Department
Alison Marco	ASAP Secretary
Carin Hyter	Winona County Drug Court
Teri Henderson	Winona County Juvenile Corrections
Deb McComb	Winona County Services
Nic Moe	Guest



## MINUTES

### Consent Agenda

Consent agenda was approved. Two items were moved to discussion: need for a Parent Sector rep, and an upcoming event from the Program/Strategies team.

### Directors and Officers Insurance:

We currently do not have D&O Insurance. There has been discussion if it is needed. Beth and Phil have been working with Winona Health (fiscal agent) and Winona Agency. We currently have Winona Health take out liability waivers for events. Jenna motioned and Linda seconded to continue moving ahead to determine whether we need the insurance. They will bring back information, including cost, to the next Board meeting.

Action Team Updates: Were approved under the consent agenda. See updates linked at the bottom of the meetings page on the ASAP website.

### Stop Medicine Abuse:

Helen shared a video to the board about concerns of cough medicine, in particular one ingredient - Dextromethorphan (DXM) - and how it is being abused by youth. DXM is an active ingredient in most OTC cough medicines and is one of the most widely used cough suppressant ingredient in the United States. Medicines that contain it can be safe and effective when used correctly, but when abused in higher than recommended doses, it can produce side effects, including nausea/vomiting, abdominal pain, confusion, drowsiness, dizziness, double or blurred vision, slurred speech, rapid heartbeat, impaired physical coordination, numbness of fingers and toes, and disorientation.

What parents should look for:

- \* Look for bottles in your medicine cabinet for the StopMedicineAbuse.org icon to see if it contains DXM.
- \* There are more than 1,000 medicines that contain DXM and can come in the form of liquids, capsules, gel caps, lozenges, and tablets.
- \* When looking for warning signs, listen for slang terms like "skittling", "triple C's", or "robotripping." Also look for empty bottles or packages in your children's backpacks or trash.

What can parents do?

- Parents can monitor their medicine cabinets and their teen's activities and also talk to their teens about OTC medicine abuse.
- Parents can also share what they have learned with others.

### Sustainability Conversation:

The board talked with Deacon about the resources we have and what other resources we need and how to sustain them. An ad hoc committee will be convened to discuss further sustainability, including what we do that is mission-critical, what we could do if we had no additional resources after the 5-year grant cycle, and what potential other resources are available. The group will report back at a future meeting.

Resources include human, social, and material. In year 2 of our 5 year grant we had more than \$110,000 material resources and \$125,000 in additional matching resources. The board began to develop a list of possible organizations that we could ask for grants once our 5-year grant is up. Deacon suggested that we being talking now about the future with potential funders.

### Parent Sector

There is an opening for this section. The qualifications are that they must be a parent, they are involved in the community, and that they are interested in the work of the coalition. Several names were mentioned, with board members offering to talk with them.

#### Upcoming Recognition Event:

The Programs and Strategies team is planning the 2<sup>nd</sup> annual recognition event, where the annual report will be shared and community partners will be recognized. Due to federal holidays in both January and February (making the board meetings get pushed back a week), and the timing of the completion of the annual report, the date for this is still be considered. It will be possibly held in February.

#### Annual Report Information

The board talked about capturing everything that we did this past year. The events that we produced or were involved in include: National Prescription Take Back Day, 'Tween Nite, Community Talks, Hidden in Plain Sight exhibits, Cultural Humility training, Responsible Beverage Servers' Training, a new prescription dropbox at the Law Enforcement Center, and Law Day.

#### Nic Moe (similar work in another community):

Nic is Beth Moe's son who lives in Austin, Texas. He has been associated with a similar organization (through the organization he worked with called Children's Optimal Health), called the Youth Substance Abuse Prevention Coalition of Travis County. He and his colleagues worked with local school districts by surveying and mapping results, looking for patterns such as characteristics, demographics, etc. One of the events this coalition hosted was a Public Service Announcement (PSA) contest among groups of students, including those from a recovery high school. They then held a community summit with the groups of students. The audience consisted of not only students, but adults (including decision-makers, elected officials, etc.) He said it was very powerful for the youth to share their stories with people who could really make a difference through policy changes, etc. One idea was having "sober tents" at community festivals, where youth (and others) could attend the events and have fun without the pressure of having alcohol and other substances available.

#### Addiction 101:

This presentation was moved to the next agenda, due to time constraints.

#### Next Meeting:

Monday, December 18<sup>th</sup>, 2:30p.m., Pleasant Valley Church

#### Items for Future Discussion:

- 2018 Legislative Session – talk with local legislators about legislation not allowing minors to purchase OTC medications that include DMX?
- Sustainability Conversations – ongoing. Ad hoc committee will produce information about potential grant sources.
- Addiction 101 – moved to future agenda
- Recognition event – to be scheduled

#### Note Future Meeting Dates:

The January and February board meetings will be held the 4<sup>th</sup> Tuesday of those months, since Martin Luther King, Jr. Day and Presidents' Day fall on our regularly scheduled meeting dates.

Respectfully submitted,

Alison Marco, Board Secretary



**Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee**  
**December 18, 2017: 2:30 – 4:00 pm at Pleasant Valley Church**

**ATTENDANCE**

<b>Board of Directors:</b>			
<b>*Bolted names were present</b>			
<b>Attendance:</b>	<b>Board Member:</b>	<b>Proxy:</b>	<b>Sector:</b>
Present	<b>Travis Volkman</b>		Chair
Present	<b>Helen Bagshaw</b>		Health
-	Karin Sonneman	Rebecca Church	Government
Present	<b>Ron Ganrude</b>	<b>Jeff Mueller</b>	Law Enforcement
Present	<b>Linda King</b>		Business
-	Mark Anderson	Chai Lee	Schools
-	Joe McKonkey	Brian Sauter	Faith
-	<i>Position available</i>		Parent
Present	<b>Beth Moe</b>	Brian Voerding	Civic/Volunteer
Present	<b>Jenna McMillan</b>		Substance Abuse Treatment
Present	<b>Darci Roesler</b>		Youth Serving Organization
-	<i>Position available</i>		Media
Present	<b>Payton Borchardt</b>		Youth
Present	<b>Janneke Sobek</b>	<i>(non-voting)</i>	Program Director
Present	<b>Phil Huerta</b>	<i>(non-voting)</i>	Program Coordinator

<b>Coalition Members and Guests:</b>	
<b>Name:</b>	<b>Organization:</b>
Kate Hansen	Winona Partners for Prevention
Stacy Cottrell	Miller Mentoring
Alison Marco	ASAP Secretary
Carin Hyter	Winona County Drug Court
Karla Eppler	Winona Area Ambulance
Deb McComb	Winona County Services
Tressa Reuter	Hiawatha Valley Mental Health Center
Paulette Clark	Regional Prevention Coordinator - SE
Judi Zabel	Guest – La Crosse County Prevention Network

## MINUTES

### **Consent Agenda**

December Agenda – Approved  
November Minutes- Approved

### **Summary of Youth Engagement Training**

Centennial Lakes Park Pavilion Edina, MN  
November 29-30, 2017

Training was facilitated by Deb Moore from the University of Minnesota. ASAP Coordinator attended both days of training to learn more about engaging youth in community work. Day One was spent a lot of talking about youth work theory and reflecting on our own experiences as young people. We learned about adultism, how to best approach students, and various ways that students learn. Day Two was spent learning how to work alongside students, and walked away with several activities to build connections and encourage ownership.

### **Effective Strategies for Working with Youth at UW- La Crosse**

Kate Hansen has become aware of and has passed on another youth work training open to ASAP Members. The cost is \$95; the grant will pay for any coalition members who would like to attend. Please Email [phil.huerta@winonacountyasap.org](mailto:phil.huerta@winonacountyasap.org) if interested.

- Two offerings: January 26-27 and April 21-22. Friday sessions will be 4-10 p.m. Saturday sessions will be 9 a.m.-6 p.m. Sessions will be held at the UW-LaCrosse Student Union.
- Topics include:
  - Youth Development
  - Cultural Diversity
  - Mental Health
  - Trauma Informed Care
  - Adverse Childhood Experiences
  - Motivational Interviewing
  - Effective Guidance

### **Action Team Updates**

- **Program Team:** Working on details for Appreciation Event. It will be held February 26 at the Historical Society. Also taking nominations for Prevention Champions to be announced at the event.
- **Students:** Laptop stickers are in and are being handed out to students at Winona Senior High and Lewiston High.
- **Outreach:** Annual report information has been sent out to the graphic designer.
- **Evaluation:** The every-2-year student survey is being worked on.

### **DFC Enhancement Grant (CARA)**

This enhancement grant – open only to DFC grantors – is for up to \$50,000 over 3 years. It will cover opioids and meth. Application deadline is January 29. In writing it, we need to determine key events in the community – perhaps including out-of-home placement costs (with parents using and being arrested), attempted overdoses at the high school, additional usage at the high school, etc. Motion was made by Linda and seconded by Jenna to go forward and apply. A workgroup will be formed and will meet early in January.

### **Paulette Clark**

She is our Regional Grant Coordinator and works at the Resource Center in Austin, MN. She is there to be a resource for us. We discussed the possibility of bringing St. Charles into the coalition to include all of Winona County, since they (the Whitewater Coalition) did not receive

their continuation grant. We will discuss this at the January board meeting, with Paulette talking to Bill Spitzer (former Whitewater Coalition Coordinator) about what is being done in St. Charles, and Phil talking with Deacon (evaluator at Epiphany Community Services) to see if this is a possibility.

### **La Crosse County – Marijuana Report**

Judi Zabel from the Prevention Network for LaCrosse County gave a presentation to the board about what is happening in the county regarding marijuana and looking at legalization and what will need to be done. Studies have shown that students who use every weekend for a 2-year period are 6 times more likely to drop out of school, 3 times less likely to enter college, and 4 times less likely to earn a degree. LaCrosse County has seen more people that get arrested for a nonrelated charge will test positive for marijuana. According to the National Emergency Department data hospitalizations involving marijuana have increased 52% from 2004 to 2011. At Gunderson Health, there were 225 marijuana-related visits in 2013, with 522 in 2016. When looking at overdose deaths, in 2017 alone, marijuana was present in 12 out of the 24 deaths, with half of them involving alcohol as well. The perception of harm for marijuana is decreasing. The 2017 Community Perceptions survey showed that 67% support the legalization of marijuana for medical use with FDA approval, 28% support legalizing it for medical use without FDA approval, and 21% for legalizing it for recreational use.

### **Roles and Responsibilities of Nonprofit Board Members**

Beth Moe, Board Chair, gave a presentation on Roles and Responsibilities of Board Members. She talked about Fiduciary Duty, which is the duty to act solely in another party's (the Coalition's) interest. There are 3 types - include duty of care, duty of loyalty and duty of obedience. We went over each one and what the board must know and do about them. Some best principles and practices of a board (in particular, governance) were also discussed. Finally, the characteristic and qualifications on what is needed to make up a board were gone over and the responsibilities that come with them.

### **Director's and Officer's Insurance**

For lack of time, this was moved to the January board agenda.

**Next Meeting:** Monday January 22, 2:30 at Pleasant Valley Church

Respectfully submitted,

Alison Marco, Board Secretary