



COMMUNITY
COALITIONS
I D A H O

Community Coalitions of Idaho General Membership Meeting

May 23 2018

Black Bear Restaurant, 5:30 p.m.

1731 S. Entertainment Blvd.

Minutes

Attending: Kavi Branham, Debi Dockins, Rose Cheff, Kathy Howard, Kelly Brumley, Kelli Jo Hilliard, Melissa Arder, Sharlene Johnson, Lisa Davis, Ashley Billman, Lezhai Gulbransen, Becky Leatham, Erika McCall, Tammy Rubino, Penny Jones, Toni Estes, and Sylvia Ryan.

By phone: Molly Levkiv

Time	What?	Who?	What Next?
6:00 p.m.	Introductions, welcome and minutes review	Kavi	<ul style="list-style-type: none"> Kavi welcomed all in attendance and took some time for introductions of members and guests. (See report below) A motion to approve the minutes of March 5, 2018 with the addition of Tammy Rubino and Erika McCall to the attendance list made by Rose, seconded by Erika, <i>approved</i>.
6:10 p.m.	Budget report <ul style="list-style-type: none"> SPF Grant/Millennium Fund Grant Applications 	Debi	<ul style="list-style-type: none"> Debi reviewed the SPF SIG budget and the balance remaining after expenses in May. There will be some travel and other funds left and Debi, at the board's direction, will prepare a letter to our funder with requests to reallocate these funds. The millennium funds will not be available next year and we have been very frugal with these funds. Debi, at the board's direction, will prepare a letter to the funder with requests to use these funds for education, board strategic planning, website and insurance. Molly will cancel our subscription to an online grant service to make sure we are not charged next year. Molly and several others coordinated two block grants and Debi and several others collaborated on the DFC grant. We are waiting to hear.
6:15	CCI Updates-	Debi	<ul style="list-style-type: none"> Debi listed the accomplishments highlighted in the strategic plans including education for both coalitions and law enforcement; social media and its reach to youth, parents and community; legislative education through our Advocacy Committee; collaboration and connection between coalitions and partners; and more. There will be a full report available to members in June when final reports are due. The June report will address Marijuana low perception of harm, Marijuana Use, and how easy it is to obtain. It will address RX drug misuse low perception of harm and access.
6:20	Website Review <ul style="list-style-type: none"> Coalition Contact Review 	Debi Molly	<ul style="list-style-type: none"> Debi and Molly have been working on updating the coalition list – please review and give Debi any updates at this meeting. Once updated, the information will be sent to ODP and updated on our website. If you are not with a coalition and want to be represented on our website, we discussed the model for doing that, which entails a change in bylaws. Many individuals in the meeting commented that they would like to be involved with CCI and would gladly pay the \$50 membership fee which would require an update of the criteria for partnerships and individual memberships. Discussion was held regarding votes per coalition or community, requirements for membership,

			<p>eligibility for board positions, etc. It was recommended that the By-Laws committee review and research, then come up with a recommendation and criteria for inclusion. Lezhai signed up to help with the Bylaws committee (including Tammy, Debi & Susan.)</p>
6:30	Advocacy Committee	Jason Darin	<ul style="list-style-type: none"> • Kavi reported that Senator Brent Hill has attended some of his coalition meetings and commented in the Hill legislative newsletter about the CBD Oil Bill – saying he would like to see all marijuana bills go through the FDA process. • Kavi and several members wrote letters to their representatives during the legislative session – Kavi was told by Senator Lee Heider that the letters made a difference. • Ashley has interacted with Senator Tony Potts and also talked with the Freedom Foundation. They are about our rights, and the right to choose to use. • One big takeaway from this legislative session is that we need to be aware of new legislation and work collaboratively to provide information and educational information to our representatives. • Erika noted that we need to know what we are talking about and share our resources through presentations and community education – we are the experts – we are trained – and we need to be that community resource. We want them to think of us first when looking for this information. • CBD Oil is currently sold in Idaho with little or no oversight. What do the laws say and why are they not enforced? Some are hoping the FDA will market it to close the smaller shops selling CBD with unlisted ingredients. Reference to 51 in Utah who died thinking they were using CBD oil and it was not. • Adding this information to our website: Letter to schools; Radar resources; developing brain letter; CBD position paper sent by CCI; PMP template, Sticker shock template; DTB poster template, Escape the Vape resources.
6:50	Partner Updates	All	<ul style="list-style-type: none"> • Sharlene put on her ODP hat and reported that all SPF SIG reports will be due not later than June 15 and all financial reports will be due June 30, with projection for all payroll and expenses estimated and sent to her by May 30. • Sharlene announced OPD has hired a media relations person. • It was suggested that we contact SPAN, a suicide prevention organization to ask how we can help. We will look for collaboration between prevention and suicide prevention. • Melissa Arder works with Escape the Vape and they are working with county commissioners and hospitals. They are an all-volunteer group with a block grant. • Discussion was held regarding partnerships with individuals who work in prevention but are not affiliated with a specific coalition. Many serve on other boards in other capacities and their input is very valuable. The By-Laws committee will convene in the fall and review the definition of membership, the cost and how we can keep these members who want to continue to be involved. We also discussed payment of dues. Individuals at the meeting were clear that they would willingly pay the full \$50 annual membership fee to be involved. • These coalitions have paid their 2018 dues. If your name is not on the list, your coalition has not paid. A membership form is attached to these minutes. • Paid: KCSAC; LCYAC; LGIS; KJ7, Lapwai Community Coalition, Kamiah Upriver Youth Leadership Council, St. Luke’s Coalition for Drug Free Youth, McCall Youth Advocacy Coalition, Meridian Anti-Drug Coalition, Custer County Coalition, Fremont County Resource Coalition, Bonneville Youth Development Council, Bear Lake Enough is Enough.

7:15	Discuss potential statewide strategies for Sustainability	Kavi	<ul style="list-style-type: none"> • Future of Coalitions ending SPF SIG funding – shared goals. Several coalitions have written for ODP Block grants, DFC Federal funding, and smaller grants through community groups including Rotary and local Schools. • There was some discussion regarding allocations to Health and Welfare Departments and suggestions to collaborate with them on prevention activities. H&W may be the recipient of prevention funds and our expertise will be valuable to them. Different regions may receive different allocations based on a variety of factors. Behavior health will go through a similar CADCA/CPS training if awarded grants through ODP. • Custer County Coalition has applied for Block and DFC funding. Rose has met with the school board and has written a 501(c)3 application. Is continuing to meet monthly with key stakeholders and partners. • Clearwater Youth Alliance will continue to run its teen center, after school program, daycare and community education opportunities. Block grant funding will determine their three other programs and they have written for the DFC grant. They are planning to fundraise. • 7-B Drug Free has written for block and DFC funding. They have a strong coalition base. They are switching fiscal agents and will keep their office and some operating capital. • BYDC is waiting to hear about grant funding. • LCYAC has written for block and a CARA grant. They have one year of funding available through their fundraising efforts. • Upriver Youth Leadership Council has funding and this new coalition is gaining momentum. • Youth Advocacy Council through St. Luke’s McCall did not write for the DFC but will continue under a new model. \$15,000 has been allocated for a part-time salary and they have an upcoming strategic planning meeting. The local county commissioners have awarded \$2,500 and they are considering a request for \$5,000 annually. • KCSAC is under the new direction of Tonya Estes and they continue to work with local law enforcement on the DUI Victim panels. Please contact Tonya if you are interested in knowing more.
7:25	Elections	Kavi	<ul style="list-style-type: none"> • Kavi thanked his current board and staff and is committed to remaining on the board as past-chair to help with training and Advocacy. He appreciates the friendships made and looks up to and appreciates those who work in this field. • Penny Jones, representing region 3, is retiring, and will continue to focus on her work with CCI, Behavior Health and her volunteer work at St. Lukes. • Tammy, past CCI executive director and current CCI treasurer, has been working in Advocacy since 1984 and will continue to be active with CCI while remaining on the Board of KCSAC and as a State Behavioral Health Planning Council member. • Erika, representing region 1, noted that the partnerships are strong in her region and will continue under a new model in the fall.

			<ul style="list-style-type: none"> The CCI Treasurer and Advocacy chair positions were appointed last fall and sincere thanks to Tammy and Jason for their support. As outlined in the bylaws, several positions are up for re-election. Kavi presented a slate of officers and a Motion was made by Erika to close nominations and unanimously elect the list provided below. As there were no nominations from the floor, the motion was seconded by Penny, <i>approved</i>. Congratulations to all board officers. (See list below.)
7:30	Other	Kavi	<ul style="list-style-type: none"> Sincere thanks to Sharlene Johnson, ODP Project Director, for her help, support, and babysitting, and her calming presence during the past three years of CCI's grant processes. We have all benefitted from the guidance of Sharlene and the Office of Drug Policy. Sharlene has been a champion for change in Idaho. Will there be a training in September? We do not know. The next general CCI meeting will take place in October. Motion to adjourn made by Erika, seconded by Kelly, <i>approved</i>. Thanks to all who were able to attend. Adjourned at 7:38 p.m.

Newly Elected Officers:

Office	Representative	Representing	Email	Term Expires
Chair	Rose Cheff	Custer County Coalition	challischeff@gmail.com	June 30, 2019
Vice Chair	Lisa Davis	Latah County Youth Advocacy Council	ldavis@latah.id.us	June 30, 2020
Secretary	Sylvia Ryan	Youth Advocacy Council, McCall	Wcm.yac@gmail.com	June 30, 2019
Treasurer	Tammy Rubino	Independent	tammylr@yahoo.com	June 30, 2020
Region 1	Erika McCall	7B Drug Free CCSAP	Erika.mccall@lposd.org	June 30, 2020
Region 2	Susan Broncheau	Independent	Susanbroncheau@gmail.com	June 30, 2019
Region 3	Penny Jones	Independent	pennyjones1952@gmail.com	June 30, 2019
Region 4	Kendall Nagy	Meridian Anti-Drug Coalition (MADC)	knagy@meridianscity.org	June 30, 2019
Region 5	Vacant	Vacant		June 30, 2020
Region 6	Vacant	Vacant		June 30, 2019
Region 7	Sharon Infanger	Salmon Substance Abuse Prevention Coalition	sharoninfanger@gmail.com	June 30, 2020
Past Chair	Kavi Branham	Madison County Community Coalition	kavinbranham@gmail.com	June 30, 2019
Advocacy	Darin Burrell	Fremont County Resource and Coalition Efforts (RACE)	dburrell@co.fremont.id.us	June 30, 2019

Staff: Executive Director:
 Advocacy/Outreach Coordinator:
 Evaluator:

Debi Dockins: communitycoalitionsofidaoh@gmail.com
 Molly Levkiv: molly.levkiv.cci@gmail.com
 Open

From the CCI Policies and Procedures Manual:

2.3 EB Member Job Description

Purpose	To provide Board members with a clear understanding of the duties and responsibilities associated with Board membership.
Policy	CCI will ensure that each prospective EB member has a clear understanding of the duties and responsibilities associated with Board membership. During the recruitment process, the EB is responsible for providing each prospective EB member with the current Bylaws.
Procedures	The CCI EB Member Job Description, located in the Bylaws, shall be available in the Prospective Board Member Information Packet and on the CCI website. Executive Board Members may appoint a proxy in advance, to vote in their absence during conference calls and/or meetings.

2.4 EB Member Agreement

Purpose	To obtain EB members' commitment to fulfilling the duties and responsibilities associated with Board membership.
Policy	Each EB member has an obligation to fulfill the duties and responsibilities set forth in the CCI Executive Board Member Job Description, located in the Bylaws. The Executive Board has responsibility to obtain a new Board member's commitment to fulfill those duties and responsibilities by ensuring that each new Board member reviews and signs the current Bylaws. Member in good standing is defined as a CCI member who is regularly involved in CCI meetings, trainings and communication with the CCI Staff and/or Executive Board.

From the Bylaws:

A. Coalition Members

1. A coalition consists of a grassroots community organization which is working towards having broad representation within their community.
2. Each coalition shall designate a member empowered to speak and/or vote on its behalf on matters brought before CCI.
3. The primary responsibilities of the members are:
 - a. To facilitate communications between CCI and their coalitions
 - b. Contribute to the achievement of CCI goals.
4. Each coalition is entitled to one vote on matters brought before CCI.

B. Partners

1. Any organization, association or agency that supports our mission and goals.
2. Partners will not have any voting rights.
3. Non-coalition members or partners, may contribute annual dues but are not required to do so.

C. Terms

1. Coalition representatives may serve up to three (3) two (2) year terms and are appointed by their coalition organizations. They may be reappointed for a second series of the same length terms if their coalition deems them to be the best representative.
3. Executive Committee or Board Members are comprised of coalition representatives elected for two-year terms to the Executive Committee (Board of Directors) (with the exception of the initial term for Chair and Secretary (see III,D,7), and may be reelected for two additional two-year terms.
4. Elections occur at the CCI spring meeting and officers take over duties upon successful nomination and election by a quorum as per V,B,3.

D. Regional Executive (Board of Directors)

1. There will be 7 regional representatives. These regions will follow 7 Health and Welfare Regions throughout the state.
2. These 7 representatives are elected by coalition members.
3. These representatives must live or at minimum work within the region they represent.
4. Voting rights are still based on coalition membership. They do not get extra voting rights.
5. The executive committee will be comprised of the 7 regional representatives, the Chair, Vice-Chair, Treasurer, and the Executive Director.
6. These representatives are formally known as 'Directors' and the Executive Committee is formally known as the 'Board'.
7. The Board of Directors has four officers, the initial officers, established in Boise at the Spring CCI Regional Meeting on May 18th, 2012 are;
Chair: Jane Doe (1 year term)
V. Chair: Jane Doe (2 year term)
Secretary: John Doe (1 year term)
Treasurer: Jane Doe (2 year term)
Past Chair: (1 year term)
8. The Officers may be elected in addition to the 7 regional representatives but must be CCI members in good standing.
9. Terms-Their terms are staggered initially to maintain experience as officers change and all terms are for two years subsequent to these initial terms.