|  |  |
| --- | --- |
| **Date:**  | 04/13/2020 (meeting conducted via conference call)Steppin’ It Up Coalition Meeting Minutes |
| **Type of Meeting:**  | 🗹 General Monthly Meeting Steering Committee Subcommittee/Work Group Meeting |
| **Recorder Name:**  | Jessica Gibson, Prevention Specialist |
| **Attendees (Names and Organizations):**  | Stephanie Liebenrood, Prevention Specialist; Jason Evans, ECHO Lead Staff/Prevention Specialist; Jessica Gibson, Prevention Specialist; Dawn Gilstrap, Coalition Chair; Dr. Charlton Coles, Local Evaluator; Brett Barwick, Law Enforcement; L’Tonya Hopkins, Media; Susanna Deming, Other Organization |
| **TOPIC:** | **DISCUSSION** | **ACTIONS OR FOLLOW-UP** | **WHO** |
| 1. Coalition Business
 | Dawn Gilstrap, Coalition Chair, called the meeting to order at 5:30 pm. Introductions were made. Minutes were emailed out to members prior to the meeting. Stephanie Liebenrood reviewed the financial report by stating that we need to keep up the good work with our in-kind hours. Due to the coronavirus, we will have to get creative with how we do that. If anyone has ideas, please let us know.  | -Send or call with ideas for hours during coronavirus  | -Coalition Members  |
| 1. Old Business
 | 1. **Religious Subcommittee Selection & Meeting:** Jason Evans reported that the committee has been working to get the church list finalized to send invitations out. A meeting will be held via conference call soon. If anyone is interested in helping us get the letters out more quickly, please give Jason a call.
2. **Focus Group “Black Community on Suicide:”** Dr. Coles reported that he has hired a transcriptionist for the focus group data. She has finished the key informant interviews and is still working on the focus groups.
3. **Sector Vacancies:** Dawn Gilstrap discussed the sector vacancies within the coalition in the following sectors: parent, healthcare, and state/local/tribal government agency. If you know someone who might be interested in filling one of these positions, please let us know ASAP.
 | 1. Follow-up with committee
2. Compile Data from transcriptionist
3. Call with ideas for who could fill vacant seats
 | 1. ECHO staff
2. Local Evaluator
3. Coalition members
 |
| 1. New Business
 | 1. **Conference-Recruit more members to assist:** If anyone is available to help with mailing out letters to churches, the coalition can provide stamps and envelopes. This will help with in-kind hours as well. Reach out to Jason Evans if you can help. Brett Barwick raised a question if there would be an online option for attendance if the coronavirus issues continue. L’Tonya Hopkins also expressed concern about Southern Wesleyan University even being back open in time for the conference to take place. These are all concerns that the committee can look into.
2. **DITEP Training:** As of right now, the DITEP training will still be conducted on June 4-5, 2020 for the School Resource Officers from the School District of Pickens County. Any changes will be reported to the coalition if they arise.
3. **Mid-Year Conference/Nashville, TN:** The National Rx Abuse and Heroin Summit was postponed, so there will not be anyone attending this particular conference. We are waiting on confirmation that we can use funds to attend the CADCA Mid-Year Conference at the same location in July. Most of the same attendees will be able to go to this conference. More information will be given at a later date.
 | 1. Call if able to help
2. None
3. None
 | 1. Coalition members
2. None
3. None
 |
| 1. Sector Reports
 | **Law Enforcement:** Pill Take Back Day has been postponed for April. It is looking like the DEA will schedule another one closer to the October date, but Brett will send information as it becomes available. People can always drop off unwanted or expired prescription drugs at the Sherriff’s Office. They are not doing compliance checks right now due to coronavirus concerns. **Media:** Opioid messaging will begin soon on radio. Billboards will go up on or around April 15th with messages including questions to ask your doctor about opioid prescriptions. Broadcast commercials may have already started on WYFF. Be on the lookout for those! **Chairperson:** Meetings with potential healthcare professionals for the coalition have been postponed due to coronavirus concerns.  | None | None |
| 1. Closing Remarks/Adjournment
 | Everyone stay safe and well. The next coalition meeting will be held in May, but the determination about if it will be a conference call or in-person meeting will be made at a later date.  | None | None |
| 1. Announcements/Events
 | Next coalition meeting will be held on Monday May 11, 2020 at 5:30 PM. Information will be sent about the type of meeting that will be held.  | Follow-up email on upcoming events | -Prevention Liaison  |