

## MINUTE RECORD

<b>MICHIGAN DEPARTMENT OF COMMUNITY HEALTH/OFFICE OF DRUG CONTROL POLICY STRATEGIC PREVENTION FRAMEWORK/STATE INCENTIVE GRANT (SPF/SIG)</b>	
WORKGROUP NAME:	COALITION WORKGROUP (CW)
DATE:	OCTOBER 17, 2008
TIME:	9:00 – 10:00 A.M.
LOCATION:	MDCH/ GENERAL OFFICE BUILDING 7150 HARRIS DRIVE DIMONDALE, MI 48821
CHAIRPERSON	ANN COMISKEY
RECORDER	CAROLYN FOXALL

1. Coalition Workgroup Survey Update :
  - ODCP Feedback
  - CUAD Additional Questions
2. Life of An Athlete(LOA) State Guidance
3. Coalition List Serv follow-up
4. Research Marketing Possibilities – National Ad Council Tagline

<b>INTENDED MEETING OUTCOME SUMMARY OF KEY POINTS</b>
<p>Welcome and Introductions were facilitated by Chairperson, Ann Comiskey.</p> <ol style="list-style-type: none"> <li>1. Minutes of the September 24, 2008 meeting were silently read and unanimously approved.</li> <li>2. <b>Coalition Workgroup Survey Update:</b>            The CW is working in collaboration with the Childhood and Underage Drinking (CUAD) to add two additional questions to the coalition questionnaire. They will be treated as follow-up questions to those who have already responded to the Zoomerang survey. Sara Lurie will coordinate the document changes with Eaton County ISD and report at the November 19<sup>th</sup> meeting.             Foxall noted that the CW recommendations had been submitted to ODCP with the September 24<sup>th</sup> minutes. They were received and approved by Larry Scott. To date no specific plan of action has been adopted. She will continue to consult with ODCP management.</li> <li>3. <b>Life of an Athlete (LOA):</b>            Larry Scott advised that ODCP cannot formally endorse Life of an Athlete (LOA) or any specific program . ODCP SPF/SIG dollars can be used to build community awareness about the issue of athletes as related to substance abuse prevention. This kind of education would usually fall under Information Dissemination, Community-Based Process and Environmental strategies and could include an overview presentation by John Underwood. The CW will work in tandem with the state LOA exploratory workgroup in this regard. Ann Comiskey will continue to attend those meetings and consult with Tine Laux and Felix Sharpe on specifically how the CW might assist communities. Scott further explained that a current concern was that LOA had not been able to provide a comprehensive evaluation report of outcomes. Underwood has been invited to attend a Service to Science workshop to facilitate that result.</li> </ol>

4. **Coalition List Serv** - Jamie Nixon, ODCP Education Section, advised that her research favored “Cool List” List Serv to facilitate communication between the state and community coalitions. She provided a summary of Frequently Asked Questions about Cool List. The CW agreed that the service seemed to meet their needs. It will be invitational to coalitions that have currently been identified by Coordinating Agencies (CAs) in response to a recent state query. The coalition list is considered a living document and will be revised approximately every six months.

**ACTION**

<b>ACTION ITEM</b>	<b>RESPONSIBLE</b>	<b>DEADLINE</b>	<b>PROGRESS AND FOLLOW-UP ACTIONS</b>
ODCP Response to CW survey report.	Foxall	11/19/08	Foxall will consult with Felix Sharpe and Larry Scott regarding ODCP feedback.
Research marketing possibilities	Foxall	11/19/08	State Communications and Natl. Ad Council – Unfinished business. Foxall will consult with Scott and Sharpe prior to Nov 19, 2008 CW meeting.

**WORKGROUP OVERLAP**

- PLEASE LIST ANY ACTION ITEM, KEY POINT, OR MEETING OUTCOME (FROM ABOVE TABLES) THAT WILL EFFECT ANY OTHER WORKGROUP OR CLUSTER.
- LIST ANY DECISION, INFORMATION, POSITION, ETC., THAT YOU NEED FROM OTHER WORKGROUPS OR CLUSTERS.
- RECORD OVERLAP AMONG WORKGROUPS EVEN IF THE WORKGROUPS ARE IN THE SAME CLUSTER.

OVERLAPPING GROUPS	OVERLAPPING ISSUE	COMMUNICATION STRATEGY AND OTHER ACTIONS TAKEN TO RESOLVE OVERLAP
SEW MDE MiPHY Workgroup	Survey Content Greater School District Involvement	Core Group will continue to attend MiPHY Marketing Workgroup meetings

**RESEARCH & TECHNICAL ASSISTANCE REQUESTS**

- PLEASE LIST EVERY REQUEST FOR RESEARCH, TRAINING, OR TECHNICAL ASSISTANCE HERE. PLEASE ALSO RECORD ALL ACTIONS TAKEN TO MEET THIS REQUEST. FOR EXAMPLE, YOUR REQUEST FOR RESEARCH MAY BE “NEED RESEARCH ON THE USE OF RISK ASSESSMENTS AT DHS.” THE ACTION ITEM WOULD BE “GATHERING RESEARCH ON RISK ASSESSMENT FROM DHS.” ANOTHER ACTION ITEMS MAY BE “JIM NYE GAVE A PRESENTATION ON THE RISK ASSESSMENTS USED BY DHS.”
- NOTE THE REQUEST FOR RESEARCH IN THE “REQUEST FIELD.” NOTE WHO YOU ARE CONTACTING TO MEET THIS NEED IN THE “TO WHOM” FIELD. NOTE ANY FOLLOW UP ACTION TAKEN IN THE “ACTION TAKEN” FIELD.

**Please be very clear about what is needed and what was done to meet that need.**

REQUEST	TO WHOM	ACTION TAKEN
State Communication Dept & Nat'l Ad Council	TBD	Noted unfinished item to be addressed by Foxall/ODCP on 11/19/08

**NEXT MEETING**

DATE:	WEDNESDAY, NOVEMBER 19, 2008
TIME:	2:30 – 3:30 P.M.
LOCATION:	Conference Call #404-443-6397; Access Code 3319646#

**ANY ADDITIONAL COMMENTS?**

NONE

**ATTENDANCE**

**PLEASE LIST EVERY MEMBER FOR EVERY MEETING REGARDLESS OF ATTENDANCE. PLEASE PUT “YES” IF THE PERSON ATTENDED THE MEETING AND “NO” IF THE PERSON WAS ABSENT. LIST EACH GUEST THAT ATTENDED THE MEETING.**

MEMBERS' AND GUESTS' NAMES	ORGANIZATION	WORKGROUP AFFILIATION	HERE? Yes/No
COMISKEY, ANN	TROY	CW CHAIRPERSON	YES
FOXALL, CAROLYN	MDCH – ODCP	STAFF LIAISON	YES
HORSFALL, SUZANNE	SUBSTANCE ABUSE COUNCIL SERVING CALHOUN COUNTY	VICE CHAIRPERSON	YES

KINDT, ANDY	ST CLAIR COUNTY HEALTH DEPARTMENT	INTERIM MEMBER (Will assign a coalition leader after Implementation approval)	YES
KRONECK, JOHN	LGWPS MONTCALM COUNTY	MEMBER	NO
LAMPAR, KEN	MACOMB COUNTY PREVENTION COALITION	MEMBER	YES
LAUX, TINE	MDCH – ODCP	ALTERNATE	YES
LURIE, SARA	ISAP INGHAM COUNTY/EATON ISD	MEMBER	YES
DAVENPORT, CHERYL	TROY COMMUNITY COALITION	MEMBER	NO
MCANDREW, E.J.	VAN BUREN/CASS DISTRICT HEALTH DEPT.	MEMBER	NO
REESE, DONNIS	ALLIANCE OF COALITIONS FOR HEALTHY COMMUNITIES (ACHC)	MEMBER	YES
SCOTT, LARRY	ODCP- PREVENTION SECTION, MANAGER	ODCP STAFF	YES
SHARPE, FELIX	ODCP- PREVENTION SECTION, DIRECTOR	ODCP STAFF	NO
TURK-WHITE, DOREEN	EMPOWERMENT ZONE COALITION, INC., DETROIT	MEMBER	YES
WOOD, GOLDIE	BAY COUNTY PREVENTION NETWORK AT THE NEIGHBORHOOD RESOURCE CENTER	MEMBER	YES
ZIMMERMAN-OSTER, KATHLEEN	TEST, INC., FRASER	MEMBER	YES
WINSTON, KELSEY	UNITED WAY OF JACKSON COUNTY; JACKSON COUNTY PREVENTION COALITION	MEMBER	YES
STONEBURNER, BRENDA	MDCH-ODCP	ALTERNATE	NO
DOTY, BYRON	MDE	GUEST	NO
KOVALCHICK, KIM	MDE	GUEST	NO