



Office of the Mayor

One JFK Memorial Drive
Braintree, Massachusetts 02184

Joseph C. Sullivan
Mayor

781-794-8100

**Braintree Community Partnership on Substance Use
Meeting Minutes
February 22, 2017**

Present:

Anita Young
Anna Merliahou
Brian Leary
Bruce Talanian
Don Harrington
Ed Woo
Jen Fay
Jessica Koelsch
Jim, Gavin Foundation
John Griffin
Jon Wilson
Julie Jacobs
Kathleen F. Wood
Laurie Melchionda
Lee Dingee
Marci McDonough
Marianne Barrett
Mary Kelly
Michael Baumgartner
Michael Owens
Robyn Houston Bean
Robyn LaFrance
Roger E. Medeiros
Sandra Stamos
Shannon Hume
Terri Murphy
Vicky Ruvido

Meeting Commenced: 6:30pm

Minutes

Agenda Item: Welcome & Introductions
<ul style="list-style-type: none">• Jessica Koelsch welcomed everyone and introductions were done.
Agenda Item: Approval of Minutes
N/A
<ul style="list-style-type: none">• Jessica Koelsch explained that the Steering Committee is responsible for reviewing and accepting minutes and the new Steering Committee will review the November and January minutes when they meet in the near future.
Agenda Item: Executive Order
<ul style="list-style-type: none">• Jessica Koelsch explained that the Executive Order is finalized and asked if there are any questions she can answer. Copies of the Executive Order were provided. No other discussion was needed and there were no questions.• Robyn LaFrance read a message from Mayor Sullivan who was unable to attend the meeting.• Jessica thanked the Partnership members for helping her get acclimated to her position.
Agenda Item: Lead Stakeholders confirmation
<ul style="list-style-type: none">• Jessica Koelsch announced the names of the lead stakeholders and each one stood up to be acknowledged.
Agenda Item: Steering Committee
<ul style="list-style-type: none">• Jessica Koelsch explained the process for electing a new six member Steering Committee.• She noted that the secretary will not be a voting member and if the current secretary is unavailable, another person from the Mayor's office will take the meeting minutes.• Jessica discussed the role of the vice chairman and specifically noted that the vice chair will be needed to chair the meeting during her maternity leave. This will mean probably only the March 22 meeting.• She asked for a show of hands from the Lead Stakeholders who were interested in being on the Steering Committee. 13 out of 17 expressed interest.• A list of the 13 names was provided to each lead stakeholder and they were asked to circle the names of six to cast their vote.• Robyn LaFrance collected the votes and counted the votes for each of the 13 people. The six with the highest number of votes will be named the Steering Committee. <p>Agenda item: Community Needs Assessment</p> <ul style="list-style-type: none">• Jessica explained that the preliminary findings of her key stakeholder interviews, which are part of the needs assessment, show top issues of concern are:<ol style="list-style-type: none">1. Opioid use among adults and young adults2. Youth Alcohol use3. Youth Marijuana use• There was discussion and questions about the timeframe of the data collection. Jessica explained that six months of collecting data for a community needs assessment was average.• Jessica discussed establishing a Data Committee who would help her to review all of the data. Anyone can volunteer to be part of the Data Committee.• Sources of community needs data will include: 2013 YRBS, Key Stakeholder interviews, BHS Headmaster data of in and out of school discipline records, state school disciplinary

data for all grades, MOAPC data, and focus groups.

- Jessica said that 2 focus groups are scheduled for next week with the SADD group at BHS.
- There was concern raised about collecting data that includes perception of opioid use and addiction.
- There was a suggestion to take a pro-active approach to the “war on drugs”.
- Jessica asked for all ideas and suggestions to be emailed to her.
- **Agenda item:** Updates/Announcements Partnership committees
- Michael Baumgartner gave an update on the Logo committee and showed the selected design to the group.
- It was explained that the Logo Committee is also meeting to discuss the new website design and is in the process of determining “tabs”
- Kathi Wood gave an update on the Resource centers and provided photos of resource displays at the Police Department and the South Shore Plaza.
- Shannon Hume will email the committee and set another meeting date.

Town Updates:

- Ed Woo provided a brief update from the police department explaining that they are meeting with students in school and will meet at private schools also.
- Jessica Koelsch explained that Councilor Dan Clifford developed a new member Partnership binder and copies were available for all to take home with them.

Announcements:

- Jennifer Fay announced a BASHY program on March 8 on the topic of Anxiety, to be held at BHS.
- Anita Young reminded the Partnership that the Safe Prescribing conference is scheduled on March 14 for Norfolk County medical and dental prescribers. Open to all at no charge. Sponsored by the Norfolk DA. To date 107 are attending.
- Anita further explained that veterinarians are another sector who are targeted for Rx medications intended for pets but are sought to be used and abused by pet owners. She explained recent news stories on this growing problem and that medication used by people and animals is the same.

Other:

- Jessica Koelsch announced the names of the six new Steering Committee members and they are: 1. Lt. Kevin MacAleese 2. Mary Kelly 3. Jennifer Fay 4. Jon Wilson 5. Robyn Houston Bean and 6. Shannon Hume. Shannon Hume was the only person interested in being the Vice Chair and she was approved as such.

Agenda Item: Speaker – Vicky Ruvido

- Vicky Ruvido introduced herself as a facilitator for Learn to Cope. She explained that she is the mother of an addict and a grandmother raising a grandchild. Vicky briefly explained the history of Learn to Cope and provided LTC literature.
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Action/Follow-up Items

Task	Person(s) Responsible	Due
Provide Partnership membership with the names of the Lead Stakeholders so they	Jessica Koelsch	By next week

can learn to communicate with their respective “lead” to express interest in decisions.		
Schedule a Steering Committee meeting with the new SC	Jessica Koelsch	By next week
Meet with new Vice Chair to review and discuss responsibilities and schedule during maternity leave	Jessica Koelsch	By next week
Email “Resource Group” to schedule a committee meeting	Shannon Hume	Before next Partnership meeting

Next Meeting: March 22, 2017 at 6:30pm, Town Hall Auditorium

Meeting Adjourned: 8:40 pm

Note-taker: Robyn LaFrance