

Braintree Community Partnership on Substance Use  
Steering Committee (SC)  
Minutes of Meeting  
March 7, 2017  
Johnson Chamber | Town Hall

Present: Robyn Houston-Bean, Shannon Hume, Mary Kelley, Robyn LaFrance, Kevin MacAleese.

Meeting Commenced: 3:00 pm

<b>Agenda Item</b>	<b>Notes</b>	<b>Outcome/Action Steps (with Persons Responsible and Deadlines)</b>
Executive Order	<ul style="list-style-type: none"> <li>• Shannon Hume explained the role of the Steering Committee with regard to the Executive Order.</li> </ul>	
Approval of Minutes	<ul style="list-style-type: none"> <li>• November, January and February Partnership meetings and the January Steering Committee minutes.</li> </ul>	<ul style="list-style-type: none"> <li>• All minutes were approved with one minor correction to the February Partnership minutes.</li> </ul>
Community Needs Assessment	<ul style="list-style-type: none"> <li>• Discussed briefly that Jessica Koelsch gave a preliminary report at the January meetings.</li> <li>• This is a work in progress that includes a variety of information gathered from such means as key stakeholder interviews, focus groups, surveys, and other data.</li> <li>• Suicide prevention was discussed briefly and a question was raised asking if the schools address this subject in any way with education or presentations</li> <li>• Discussed the need for a community wide survey similar to the same done in Milton and other Norfolk County towns.</li> </ul>	<ul style="list-style-type: none"> <li>• Work in progress under the direction of Jessica Koelsch.</li> <li>• Shannon Hume will inquire on the subject of suicide prevention with the school department.</li> <li>• Robyn LaFrance will inquire about obtaining a copy of the Milton community survey.</li> </ul>
Committees: Logo, Resource, Data	<ul style="list-style-type: none"> <li>• Shannon Hume reported that 5 resource centers are established and located at: Town Hall, Fire</li> </ul>	<ul style="list-style-type: none"> <li>• Robyn LaFrance will get an update on the logo and other work by GP3 Design in time to report to</li> </ul>

	<p>Department, Police Department, Park &amp; Recreation Department, &amp; the South Shore Plaza sub-station/food court.</p> <ul style="list-style-type: none"> <li>• It was expressed that the location of the South Shore Plaza resources could be better accessed if placed near the information booth and glass elevator on the first floor in the mall.</li> </ul>	<p>the Partnership meeting on March 22.</p>
Social Media & PR	<ul style="list-style-type: none"> <li>• Shannon Hume gave an update on social media to date. Shannon asked for thoughts on what exactly should be announced/posted on social media.</li> <li>• It was suggested and discussed to draft a press release to notify the community about the Partnership. All agreed that the Braintree Community Partnership on Substance Use is not a recognizable coalition in the town.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Ways of getting the word out about the coalition were discussed including; writing a story for local press, inviting press to a meeting, and utilizing a regular monthly column in the Elder Affairs newsletter were noted.</li> <li>• Do we have a great writer and volunteer to do this? Add this to the Partnership agenda for March 22.</li> </ul>
Commendations	<ul style="list-style-type: none"> <li>• Shannon Hume suggested implementing commendation certificates to be presented from the Partnership and she provided an example from the Town Council.</li> </ul>	<ul style="list-style-type: none"> <li>• Overall the SC was in favor of the idea.</li> <li>• It was suggested not to rush this and wait for the brand logo to be done.</li> <li>• This could be added to a future meeting agenda.</li> <li>• The wording and criteria for this Partnership commendation needs to be drafted.</li> </ul>
Partnership Events	<ul style="list-style-type: none"> <li>• Upcoming events were discussed including Hidden in Plain Sight organized by BASHY. Questions raised re: speaker for the event.</li> <li>• All agreed that naloxone training would be a good idea and should be done in the near future as part of another event.</li> <li>• The Wahlberg's <i>If Only</i> movie was suggested as a Partnership event.</li> <li>• All agreed that we should try to coordinate a</li> </ul>	<ul style="list-style-type: none"> <li>• Robyn LaFrance will check on Hidden in Plain Sight details.</li> <li>• Naloxone training next steps?</li> <li>• Robyn Houston Bean will inquire on a schedule for hosting <i>If Only</i>.</li> <li>• Robyn Houston Bean/Kevin MacAleese will check on arranging another naloxone training for the <i>If Only</i> or something else.</li> </ul>

	naloxone training to take place at the <i>If Only</i> movie event.	
Community Events	<ul style="list-style-type: none"> <li>• Discussed the Amazing Healthy Race and having a Partnership station. This will require a few volunteers on May 11 at South School.</li> <li>• Is there a 2<sup>nd</sup> Amazing Healthy Race at East School?</li> <li>• Suggestion for the topic of the Partnership station to be underage drinking and to use the impaired vision goggles.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Mary Kelly offered to lend the Fatal Vision program at her office for use on May 11.</li> <li>• Robyn LaFrance will ask Melonie Bennett if this is a good idea and if we can use her Fatal Vision program and goggles.</li> <li>• This event needs to be discussed and planned and should be on the agenda for discussion at the Partnership meeting on March 22.</li> </ul>
Partnership agenda for March 22 & guest speaker	<ul style="list-style-type: none"> <li>• Alejandro Rivera, Bay State Community Services, was suggested as a speaker for the March 22 meeting.</li> <li>• All agreed to have speakers talk for 5-10 minutes at the beginning of each meeting rather than the end.</li> <li>• A couple of dates were suggested for the next SC meeting and was loosely narrowed down to Thursday, April 13. An email or doodle poll will be forthcoming.</li> </ul>	<ul style="list-style-type: none"> <li>• Mary Kelly will invite Alejandro to speak at the next meeting.</li> <li>• Agenda for March 22 Partnership meeting: <ul style="list-style-type: none"> <li>• 1. Speaker (to be determined)</li> <li>• 2. Logo update from GP3</li> <li>• 3. Amazing Healthy Race</li> <li>• 4. Press/monthly column in Elder Affairs newsletter?</li> <li>• 5. Department updates</li> <li>• 6. MOAPC &amp; SAPC updates</li> </ul> </li> </ul>

Meeting Adjourned: 4:00 pm

Note-taker: Robyn LaFrance