



**Van Buren County SAFE Coalition**  
**May Meeting Minutes**  
**Location: VBCH Community Services Center**  
**Tuesday, May 19, 2015**  
**9:00 a.m.**

Meeting called to order by Melissa Daugherty at 9:00 a.m.

**Members Present:** Heidi Bainbridge – DFC Coalition Director, Kitty Bogle – Other Organization, Gloria Brown – Other Organization, Julie Chapuis – Schools, Melissa Daugherty – Youth Serving Organization, Tonja Jirak – Parent, Ginger Knisley – Other Organization, Lee McIntosh – Law Enforcement, Kris Rankin – IPFS Coordinator, Janine Vermazen – Other Organization, Cierstynn Welcher – Youth

**April Minutes approved by:** Lee McIntosh **Second:** Julie Chapuis

**Topic:** Partnership for Success Funds

- Kris shared that the coalition has received the deliverables for the assessment phase of the IPFS Grant. She said they are the County Assessment Workbook (CAW) and the Tri-Ethnic Community Readiness Survey. They are due to be turned in on June 30, 2015. She shared that the coalition staff have begun working on those. Heidi shared that there was a small hiccup in that work had begun on them and then they found out that there were revisions and had to start the work over. Kris shared that the coalition's evaluator is helping to collect data and is going to be doing focus groups for the CAW. She said that other coalition members have also supplied data to be plugged into the CAW and she is working on doing that now. Kris said that she and Heidi will also be doing some specific interviews with local community members for the CAW. Kitty said that since SEIDA did this with Jefferson County for the SPF/SIG Grant if the coalition needs any help with this work she is willing to help with it. Heidi said that as the staff moves through the workbook they may be reaching out to different coalition members for help with supplying information for it.
- Kris said that the coalition will be holding Focus Groups on June 2, 3 & 4, 2015 with the help of the coalition's evaluator. She asked that the coalition members help with these by inviting local adults age 22 and up to participate in the Focus Groups. She shared that they will randomly select youth from the two high schools to invite to participate with a written invitation and some of the coalition members who are young adults will be helping to invite their peers for the groups. She shared that the staff will prepare the invitations and then email them to coalition members to use to invite 3 people to these focus groups. Ginger asked if the coalition is planning on having these during the day or evening. Kris said they are planning to have them in the day and evening to include people who work different shifts or have different availability. She shared that the evaluators will be here around 1:00 pm on Tuesday and leaving around 2:00 pm on Thursday. Heidi said that they are looking at holding evening groups on Tuesday and Wednesday. She said they are working at accommodating everybody's availability. She said that the staff are looking for non coalition members, but also if coalition members are interested in attending one they can to give their feedback on underage drinking in the county. Kris said that they would like to cover the outlying areas as well as Keosauqua. Lee asked what kind of questions will be asked for the Tri Ethnic Survey. Kris shared that they will ask questions about underage drinking and underage binge drinking in the county and what people are seeing to say it is a problem in the county. Heidi pointed out that the focus groups are separate from the Tri Ethnic Survey. She shared that the Tri Ethnic will have specific one on one interviews with people. She said that for the CAW the focus groups will be to specifically get peoples opinion of what is going on in the community in regard to underage drinking and underage binge drinking. Kris said they will also be addressing how youth are getting alcohol in the community. She said the opinion of the staff is that kids are not getting alcohol from the local merchants, but maybe someone else knows something they do not know to show they are. Heidi said the coalition staff will email the invitation for coalition members to share with others. Kris said they coalition staff will need people to RSVP to the coalition that they are coming to the focus group. She said the size of the groups needs to be 10-15 people per group. Heidi recommended making a list of people they want to invite and then when they receive the invitation they can share it with their list by email, phone call, face to face invitation, etc. Kris said the coalition can also provide members with printed copies if they need them.
- Kris shared that for the Tri Ethnic the staff can complete the final report, but IDPH does not want the coalition staff to do the interviewing or scoring of the interviews. She said that Tonja Jirak and Julie Chapuis have agreed to score the interviews for the coalition. She asked for volunteers to do the actual interviews. She said that the coalition staff have developed a list of individuals to be interviewed and it includes Larry Shipley, Joni Worley, Mark Meek, Brad Hudson, Josh Wiley, Linda Davis and Cindy Lowe. She said these people include people from different sectors of the community including Faith, Local Government, Law Enforcement and Van Buren Schools. She said they are still in need of recommendations for the following sectors: Medical, Local Government, Law Enforcement and the Harmony Schools. She said for youth they will randomly pick students from the lists they have from the schools. Heidi shared that these interviews cannot be with coalition members. Gloria suggested Frank Nelson of Stockport for Local Government and agreed to interview him. Heidi shared that there are specific questions to ask in the interviews that will be supplied to those agreeing to do the

interviews. Melissa suggested April Smith for Harmony Schools. Tonja suggested Norma Whitaker. Heidi said she was wondering about the school counselor Kelsey Whitaker. Heidi asked if anyone would be willing to interview one of these three ladies for this project. Gloria volunteered to interview Joni. Melissa volunteered to interview Mark. Lee volunteered to interview the law enforcement people. Melissa suggested Dan Wells for medical. Julie suggested Shelly Heald for medical. Melissa volunteered to interview Dan. Heidi said Kris will get the questions out to everyone with instructions and just asked that people take notes and return the notes to the coalition by June 12, 2015.

- Kris shared the last thing about this grant right now is that Heidi, Lydia Heald and herself attended a training for the grant on the Capacity and Planning steps last week. She said that there will also be a webinar about the deliverables at the end of June. She said it is progressing and going smoothly. Heidi shared that Tonja is the liaison with the evaluator and is the go between with the evaluator since they are out of town and unable to attend meetings. She also said that the training was very good. She said she was pleased with the information they brought back from the training that will be used in the future at meetings.

**ACTION STEP:** Develop Focus Group schedule and invitation; Invite Community Members to Focus Groups; Complete interviews & submit results to coalition staff by June 12<sup>th</sup>

**By Whom:** Coalition Staff & Coalition Members

**By When:** June 12, 2015

**Topic:** Drug Drop Options

- Heidi shared that last week she did OTC & Prescription Medication Safety Classes with the 5<sup>th</sup> & 6<sup>th</sup> Graders at Douds Elementary school with Dr. Blair and Larry Thomas. She said while they were there they had some free time in between classes and she took that time to talk with them about medication abuse in Van Buren County to get their opinions on it. Specifically she talked with Larry about the drug take backs and controlled substances. She said that he shared with her that Lee's Pharmacy is looking into being able to take back controlled substances. He said there is an application to be completed and hoops to jump through and he is looking into right now. The hope is that it could be in place by the end of the year. She specifically asked him if the coalition holds a Community Drug Take Back Day if they can give the medications collected to the pharmacy to dispose of them and he told her that yes that should be no problem and he will check into that as he goes through this process. She said she told him that Ray had offered that the hospital would be willing to partner with the pharmacy on this for cost and the coalition is also willing to support them in whatever way they can. Kitty asked what Pharmacy it is. Heidi shared it is Lee's Pharmacy in Keosauqua.
- Kris shared that she had found out while looking for information on nearby controlled substance take backs that Hyvee in Fairfield is certified to take back controlled substances. Gloria shared that they are not taking them back right now. Kris stated that Burlington is the next closest certified site to take them back. Also Mt. Pleasant has something setup with their local police department to take back controlled substances, but she is not sure they want to take back medications from other communities. Gloria said that Mt. Pleasant also held a drug take back event with the nursing students in April.
- Kris said that she checked with Cherry from Mt. Pleasant about disposal of collected medications. She shared that Cherry sent her information on the Resource Recovery System in Ames, Iowa. She stated that there is a contact name and number that can be called to setup a day and time for law enforcement to take collected medications there to be disposed of. So, if the Sheriff's Reserve is willing to do a take back event this would be an option for disposal. Lee said that the Sheriff's Office is willing to facilitate a take back this fall and if necessary transport the medications to Ames for disposal. Lee asked if the coalition would still want to hold take back events even after Lee Pharmacy begins to take controlled substances back all of the time. Heidi said that it could but does not have too. She shared that even with Lee's Pharmacy taking back non-controlled substances the coalition continues to take back more of those at the take back events. So it might be good to continue to hold an annual take back event. She said that can be discussed at a later date to see if it is worth the effort. Lee asked if when the pharmacy does begin to do this if they will just UPS/Fed Ex it and then the Sheriff's Reserve will not need to be involved in transportation. He shared with past events the sheriff's reserve officers took them back to the sheriff's office and then sent them Fed Ex to the DEA. Heidi shared that Fed Ex is the carrier who is certified to transport the medications to the disposal sites. Kris shared that there is talk of mail back programs that would go through the regular mail too.

**ACTION STEP:** Continue to explore options and possibly hold a fall take back event

**By Whom:** Coalition Staff

**By When:** As Needed

**Topic:** Tip Line

- Heidi said the workgroup that has the tip line on their work plan will discuss this during workgroup time.

**ACTION STEP:** None

**Topic:** DFC Update – May

- Melissa shared it is in everyone's packets and it is emailed to everyone monthly.
- Heidi shared that the OTC Classes went very well. They were done with all of the 5<sup>th</sup> & 6<sup>th</sup> Graders at Douds Elementary School. She said she did lesson number one, teachers

did lesson number two, Dr. Blair did lesson number three and Larry Thomas did lesson number four. The students were very engaged and she is interested to see what the pre and post test surveys look like as they did not seem to know much the first day of the classes and by the time Larry was done she felt they had gained a real understanding of what they could do and talk to their parents and friends about. They also seemed to understand that medicine is not safe just because a doctor gives it to them or comes from a pharmacy. She shared that the teachers are interested in having them come back next year with the 5<sup>th</sup> graders. She said the 5<sup>th</sup> graders will be the prime target from now on with these classes.

**ACTION STEP:** None

**Topic:** YLC Update – Alcohol Awareness Activities & Scholarships

- Cierstynn shared that she was a part of the Alcohol Awareness Scavenger Hunt Activity at VBHS. She said they set it up during lunch with clues throughout the main halls of the school and a table in the gym lobby. The students who participated searched for clues, wrote down their answers and turned in their forms for a drawing and a piece of candy.
- Cierstynn shared that the ISTEP Council, that she is a part of, will be hosting summits around the state of Iowa this summer for youth to attend and one of them will be held in Fairfield on June 26<sup>th</sup>. She said the Summits are trainings for students around Iowa. Heidi said they are encouraging YLC Members to attend and have offered to help with transportation there too.
- Melissa shared that the YLC Members went to Adventureland May 2<sup>nd</sup> with 46 YLC Members attending and seven adults, including the bus driver. She said it was a good and fun day.
- Melissa said that the YLC group is now done meeting for this school year. She said that over the summer YLC Members will participate in some activities like the Kids Fair, Child Safety Seat Check and ISTEP Summit. Gloria asked when the seat check is and Melissa said it is on June 27<sup>th</sup>. Kris shared that two members will also be attending NYLI in August.

**ACTION STEP:** None

**Topic:** Iowa Safe and Supportive Schools Grant

- Julie shared that they attended a training at the end of April on behavioral assessments and how to address behavioral issues. She said they have some work that will be done next week after the students are done with school. She stated that there is also a final report to be written with an action plan. She shared that all of the seniors did receive a locker letter before graduation and the board of underclassmen is looking very full. She said she will distribute the last of the locker letters in the next few days. She said the locker letters went very well. She will bring the last IS3 display case items to the hospital today and it will be there all summer and start at the school new in the fall.

**ACTION STEP:** None

**Topic:** Other Business

- Gloria asked about the scholarships. Heidi thanked those who had scored the applications. Heidi shared that Kaylee Stockwell from VBHS and Alena Whitaker from HHS were the winners of the SAFE Scholarships based on their application scores and their points from being involved in YLC Activities. She said the money will be sent directly to the college they will be attending and used for what the school deems appropriate to use those funds for. Scorers shared that it was tough and Heidi pointed out that it truly came down to their points and participation.
- Heidi shared that the coalition will be applying for another grant through Iowa Department of Public Health. It is the Youth Substance Abuse Prevention Services Grant. The coalition is looking to apply for the Youth Development portion of this grant. Heidi just received it last week and has been going through it. She shared it is for \$60,000 for the first eleven months and is a five year project period. She said it will help maintain the YLC work the coalition does. It will include a model program and the youth work that is done by the coalition. Heidi will share more information about it with the coalition when she has it. Lee asked if it is \$60,000 per year for five years. Heidi said yes it is.

**ACTION STEP:** None

**Topic:** Workgroup Time

- Heidi passed out the workgroup packets and had people divide into their workgroups.
- Workgroups lasted for 20 minutes.

**ACTION STEP:** None

**Next Meeting:** Tuesday, June 16, 2015 at 9:00 a.m. at Van Buren County Hospital Community Services Center Conference Room. Will include Work Groups

**Meeting Adjourned:** At 10:05 a.m.

\*Meeting minutes are only a summary of the meeting. For a recording of the full dialogue of the meeting you may contact the coalition office.