



**Fairfield CARES Community Coalition  
Leadership Special Meeting Minutes – December 7, 2020  
Zoom Meeting:**

The Fairfield CARES Community Coalition held a Zoom Meeting, [https://youtu.be/K\\_oqSm1zqKM](https://youtu.be/K_oqSm1zqKM)

**Call the Meeting to Order 9:08AM:** Present included Cristin McCarthy Vahey, Reini Knorr, Wendy Bentivegna, Margaret Watt, Bernadette Coppola, Phil Dwyer, and Cathy Hazlett

**Approval of November Minutes:** Reini Knorr moved to accept the November Leadership minutes and Margaret seconded. The minutes were unanimously approved.

**Chair Update:** The coalition needs a secretary. There was discussion to recruit someone.

**Coalition Goals for 2020-2021:** The leadership had a discussion of goals to consider: 1) ongoing grant management, 2) continual coalition building, 3) development of 3-5 year strategic plan, and 4) addressing mission & vision statements, and by-laws.

**DMHAS/UConn Focus Groups:** Cathy Hazlett provided an update. She is recruiting for the two parent focus groups: middle school parents focus group is Dec 14<sup>th</sup> and the high school parents focus group is Dec 16<sup>th</sup>.

**Coalition's 2021 Meeting Schedule:** The Leadership team agreed that it will continue to meet on the first Monday of the month beginning at 9:00 AM and that the coalition will continue to meet on the third Wednesday of the month. The proposed dates will be voted on at the coalition's December meeting.

**Grant Updates:** LPC Grant -Wendy Bentivegna provided a timeline for the vaping postcard implementation. CSC Grant - Cathy Hazlett stated that the Developmental Asset Survey will be presented to the School Board on Dec. 8<sup>th</sup> and the E-TIPS training for "alcohol servers" will happen in early 2021.

**Leadership Succession Planning:** Discussion on the need for a 3-person nominating committee with the goal of developing a slate of candidates for the annual meeting in May.

**Mission Statement Work Group:** Phil Dwyer is scheduling a meeting to draft a new mission statement.

Cathy Hazlett moved to adjourn. Meeting Adjourned at 10:40