



Fairfield CARES Community Coalition
Zoom Meeting
April 5, 2021 at 8:30 am
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https://www.youtube.com/channel/UCXAxPbi5qfv-6l533czUEfg/playlists?view_as=subscriber

LEADERSHIP AGENDA

Call the Meeting to Order: 8:32am

Leadership present included: Cristin McCarthy Vahey, Mike Cummings, Reini Knorr, Bernadette Coppola, Phil Dwyer, Cathy Hazlett and Wendy Bentivenga

Approval of the March 1st Minutes: Reini Knorr moved to accept the February Leadership minutes and Phil Dwyer seconded. There were no objections and minutes were unanimously approved.

Co-Chair Update: Cristin thanked everyone for the work on moving the Drug Free Communities (DFC) grant forward. Additionally, she noted that the nominating committee is hard at work and any suggestions anyone has pertaining to their task would be appreciated.

Coalition By-Law Revisions: Phil Highlighted the significant changes to items #2-13. Suggested revisions were discussed and debated, and guidance provided to the by-laws revision group. It was agreed that the Leadership team will present the revised by-laws to the general membership at the May meeting, with recommendation to adopt as presented.

Coalition Advocacy Process: Cathy outlined the suggested process to be shared with the general coalition. Discussion of process included minor revisions which will be made and ready for an April conversation with general membership, followed by a vote to adopt at the May coalition meeting.

Grant Updates:

CSC (Cathy): grant ends June 30, 2021. In recognition of Alcohol Awareness month, the following activities are planned in April:

- *E-Tip's training- certificates distributed to attendees good for 3 years; reached out to 65 establishments
- * Postcards to high school parents reminding them of the Social Host Laws
- * Youth have a radio PSA targeting parents around topic of alcohol.

Student surveys have been administered; results expected in 2 weeks. Supplemental survey had a glitch and results from one question may have to be eliminated; glitch fixed.

Parent survey is open and we have over 450 responses to date (almost on par with previous survey response at this time). Suggestion to send survey with note to First Selectwoman and State delegation requesting they encourage participation in their newsletters.

LPC (Wendy): Series of 4 Vaping informational Postcards distributed and now awaiting parent survey results to see if the needle moved on awareness of vaping risks.

Reviewed spending numbers to date with Bernadette and confirmed that drug education curriculum overages can come out of campaign /print materials left over funds. Also confirmed availability of \$890 in speaker/training funds for possible allocation to #mentionprevention materials/activities around vaping. There will be further discussion once additional information is reviewed on specific opportunities. Reini noted that #mentionprevention has terrific resources so please like and share our FC posts pertaining to that as a way of spreading the information.

SOR (Reini): Training portion of grant allowed 4 coalition members to attend QPR (Question Persuade Refer) training recently; Cathy, Dana, Julie and Amy. There will be signage promoting Mental Health and Change the Script (RX misuse prevention) at the town green by the Tree of Hope. An agreement is in the works with Switzer and Black Rock Pharmacies to place the Change the Script message and information on proper disposal of left-over medication on their RX bags. Additionally, William Raveis has been approached about offering Narcan training for realtors in their Southport office.

DFC (Cathy): Work group has met 2x and is making great progress. Hayley reviewing and her comments will be shared with leadership upon receipt. Confirmation received that Mike Cummings can be the legal representative as the School District is the official applicant. Awaiting clarification on which box to choose to show school district as applicant, #5 or #25. There is general consensus that #25 makes us most sense as it would show "School district as bonafide agent". Beth Leetch is happy to be our law enforcement sector representative but suggested we get input from D. Smith, if we have an opportunity before application submitted.

Committee Updates:

Youth (Cathy): New organizational structure with team captains designated for various projects. Spreads work around and offers increased opportunities for leadership roles. Captains would work with oversight from Libby and Cathy. The Youth committee name will remain as is, but they have added a tagline, "Generation of Change" and are working on a logo; hope to get t-shirts to wear at community events.

Programming (Reni): Drug Take Back Day April 24th; police are registered; banner on Sherman green. April 21, FWHS hosting Liz Jorgensen "Growth after Trauma" virtual event which will be open to all April 28, Healthy Relationship event in conjunction with Family Justice Center Reini invited the leadership team to attend the lighting of the Tree of Hope (need date?)

Coalition Meeting Agenda: items for April coalition agenda include:

By-Laws

Advocacy process

DFC grant update

A school nurse reached out about a substance she's been seeing a lot of; Katom (south African plant that produces a high). She asked to present at our April meeting.

Adjournment: Cristin moved to adjourn and unanimously all-in favor. Meeting adjourned at 10:01AM.

Additional Links from the meeting can be located here:

Draft By-Laws: https://docs.google.com/document/d/13e-hPjmBDIW_vnWAXGf7AhgMtnWpoGRTQ46XPo4JkGg/edit?usp=sharing

Fairfield CARES Mention Prevention News

Item: <https://www.fairfieldct.org/fairfieldcaresnews/?FeedID=3717>

Forgot to hit enter on the chat for the April 21 Zoom on Growth through Trauma with Liz Jorgensen:

Flyer: https://drive.google.com/file/d/1Yj3AYvltJr2Wt-0VTbr_e0_md1jUmuX3/view?usp=sharing

Zoom Link: <https://us02web.zoom.us/j/82905746031?pwd=N0xvc0RwS2ZZUXpubUs2bkhJcmZJZz09>
Meeting ID: 829 0574 6031 Passcode: 793066

Fairfield Cares By-Law Review Working Group

To: Fairfield CARES Leadership Team
From: Philip Dwyer, Resource Committee Chair
Re: Revision to By-laws
Date: April 1, 2021

The by-law review is nearly complete, and a revised draft has been placed on the google drive, as shown on the April Leadership Team agenda. In summary:

1. Several minor “editing” changes have been made throughout the by-laws.
2. Article IV, Section 1 – The list of sector representation has been updated.
3. Article IV, Section 4 – The term of officers has been changed from two years to one year, and the limit of a two consecutive terms has been removed.
4. Article V – The position of Coalition Coordinator has been added as a voting member of the Leadership Team.
5. Article V, Section 6 – Chairs of any coalition committees were added to the Leadership Team.
6. Article V, Section 7 – The position of Coalition Coordinator has been described.
7. Article V, Section 8 – Adds the position of “advisors” that the Chair may appoint to the Leadership Team. Quorum requirements have been moved to a new Article VII, Section 5 voting requirements.
8. Article VI – Adds a standing committee called “Data Evaluation”.
9. Article VIII – A new article was added to outline Fairfield CARES position on advocacy and education.
10. Article IX – A new article was added concerning Financial Administration and the Leadership Teams responsibility for oversight.
11. Article X – A new article has been added regarding Parliamentary Authority being Roberts Rules.
12. Article XI – A new article has been added outlining Fairfield CARES responsibility to adhere to Freedom of Information Act provisions, as may be required.

13. Article XII – A new article has been added regarding Conflict-of-Interest statement obligations of Coalition members.

The formal approval of the By-laws will occur in May, but the Leadership Team will be asked to offer any comments, or ask any questions regarding the By-laws.

Fairfield CARES Advocacy Policy – Draft 3/11/21a

The Fairfield CARES Community Coalition’s mission focuses on preventing substance misuse, fostering social and emotional wellness and resilience among youth, young adults and families. The Community Anti-Drug Coalition of America (“CADCA”), the umbrella organization for the nation’s youth drug prevention coalitions, identifies advocating and educating as central activities for a community coalition. However, not-for-profit organizations have rules and regulations regarding lobbying. This policy statement defines the differences, and establishes a policy regarding our role to advocate and educate on issues related to our mission.

Definitions of Lobbying, Advocating, Educating

Direct Lobbying: Communication, written or verbal, with a legislator or government official that mentions specific legislation and advocates a position on that legislation. Example: Sending a letter to my state representative informing him of my position on a specific bill.

Grassroots Lobbying is getting others to communicate with their legislators on specific legislation, and voicing their position on that legislation. Example: Dog Owners of America, Inc emailed their members urging them to voice their opposition to SB1234, requiring all dog owners to leash their dogs whenever they are outside.

Advocating is taking a position on a topic, not on a specific bill or legislation. The organization or individual can state its position on that topic, provide reasons for that position, and encourage others to agree with that position on a given topic, but never mention specific legislation. Example: As a dog owner, I oppose requiring dogs to always be leashed when outside.

Educating is providing facts about a specific topic without taking a position pro or con. Example: The American Kennel Association states that it is healthy for dogs to run free in an enclosed yard.

Lobbying and Non-Profit Organizations

The Fairfield CARES Community Coalition is the officially designated Local Prevention Council for the town of Fairfield. Fairfield CARES' is also an unincorporated, community organization that acts like a non-profit organization both in terms of its funding sources and by its mission driven purpose.

Fairfield CARES receives grants from state and federal sources, both of which prohibit the use of grant funds for lobbying purposes. However, this is not say that non-profit organizations cannot lobby; they may as long as they adhere to IRS guidelines: 1) no substantial part of an organization's activities should be spent on influencing legislation or 2) an organization may not exceed expenditure limits based on a formula - see <https://nonprofitquarterly.org/advocacy-lobbying-501c3-charitable/> or <https://www.irs.gov/charities-non-profits/lobbying>

It is not lobbying to talk to a legislator about the impact of a piece of legislation, as long as you don't state a specific view on that legislation, e.g., not stating support or opposition.

<https://tobwis.org/toolkits/educational-advocacy/advocacy-vs-lobbying/>

Individual Coalition Members

While Fairfield CARES does not lobby, individual members of the coalition can as long as they state they are not representing the coalition when providing written or verbal testimony on legislation.

Fairfield CARES Advocacy *Policy and Process*

Fairfield CARES, as a youth and young adult substance prevention coalition, considers it important to advocate and educate on issues that directly pertain to the coalition's mission, e.g., substance use and mental health wellness.

To determine the advocacy and education position that Fairfield CARES will take on a given issue, the following process shall be followed:

- 1) At the June meeting, coalition members will be invited to brainstorm on possible advocacy and education issues for the next fiscal year and rank them by importance. Coalition members, who would be interested in specific issues, will meet over the summer to draft the advocacy and education policy statements for consideration by the full coalition.
- 2) The Leadership team will discuss the possible advocacy and education ideas from the ad hoc committee(s) and present draft recommended policy statements to the coalition at the September meeting.
- 3) Revisions will be made as necessary and the coalition will vote to accept the advocacy and education position on a given issue.
- 4) Each advocacy and education statement will identify the issue and provide reasons for taking the given position, including how the topic directly relates to the coalition's mission.
- 5) There may be occasions that require the coalition to develop an advocacy and education position on additional topics other than those identified over the summer. The same process will be followed.

Possible Advocacy and Education Topics

Based on Fairfield CARES' current vision and mission statements and considering the various issues that impact youth and young adults, and which are frequently debated by governmental bodies, the following topics may be considered:

- Marijuana
- Underage Alcohol Use
- Vaping
- Flavored Tobacco Products
- Suicide Prevention
- Mental Health, Social Emotional Learning, & Bullying
- Funding for Prevention Activities