

# Executive Board Minutes

## Key Information

Name Meeting: MPC Executive Board

Date: 2.20.2024

Start Time: 1:04 pm End Time: 2:12 pm

Meeting Location: In-person at MAISD or via Zoom: <https://us02web.zoom.us/j/85457939673>

Mission: **Our mission is to reduce youth substance use throughout Montcalm County in a comprehensive and long-term manner.**

Members J Kroneck,– Mid-Michigan District Health Dept; John Johansen, Veteran’s Affairs; Cari O’Connor, Great Start/MAISD; Tara Allen, Montcalm Care Network, Jody Snyder. United Way

Attendees John Johansen (JJ), Jody Snyder (JS), Cari O’Connor (CO), Tara Allen (TA), Cody Staup (CS), Jodie Faber (JF), Samantha Williams (SW)

## Key Roles

John Johansen Chair

Minute Taker: Samantha Williams, Assist. Coordinator

Staff: Jodie Faber, Coordinator; Samantha Williams, Assist. Coordinators

Guests: Cody Staup

Agenda Item	Outcomes	Process Owner	Due Date
<b>Welcome/Introductions</b>	JJ, SW, JF, JS, CS, TA intros		
<b>Consent Agenda Approval</b> <ul style="list-style-type: none"> <li>• Approve Agenda &amp; 1.16.24 Minutes</li> <li>• Budgets (MPC, DFC, PN)</li> </ul>	JS moved to approve the consent agenda and TA seconded. Motion carried		
<b>Public Comment</b>	JJ clarified timesheets and new procedure with JF’s involvement, this is clean up the process for approval of timesheets.		
<b>Work Team Reports</b> <ul style="list-style-type: none"> <li>• <b>C Jerome</b> <ul style="list-style-type: none"> <li>○ <b>Compassion Cures</b></li> <li>○ <b>MYACEA</b></li> <li>○ <b>Marijuana</b></li> <li>○ <b>Rx Disposal</b></li> <li>○ <b>Pride Planning</b></li> <li>○ <b>CMREN – no report</b></li> <li>○ <b>GSC Wellness – no report</b></li> </ul> </li> <li>• <b>S Williams</b> <ul style="list-style-type: none"> <li>○ <b>Communications</b></li> <li>○ <b>Pre Prom</b></li> <li>○ <b>MYPC</b> <ul style="list-style-type: none"> <li>▪ <b>GPS,LCS,TCAS,VCS</b></li> <li>▪ <b>NYLI</b></li> </ul> </li> <li>○ <b>MHSC</b></li> <li>○ <b>Healthy Montcalm</b></li> </ul> </li> </ul>	See attached reports.  CC work report was viewed but was created before CC event by CJ. Review of CC event took place. 60 participants, an all-time high. Evaluations stated there needed to be more time, law enforcement should be present, and stigma needed to be incorporated more. Another issue was keynote speaker talked focused on FAN but feedback forms revealed participants thought her personal story was very relevant. TA shared that she feels goal was achieved in that our audience was compassionate and their compassion/understanding grew. TA suggests if we do another event, it be a resource event with time being spent collaborating and to eliminate the educational piece, creating a workday event instead. Feedback mentioned doing an annual event, unsure about getting law enforcement to be present. JF suggested virtual way to feed in law enforcement. JS mentioned the ability to share information at event and technology is beneficial for this for a potential professional development day. JF explains panelists were not rated as very relevant according to feedback forms. TA suggested next time the intro and	SW	3/21

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<ul style="list-style-type: none"> <li>○ SUDAC – no report</li> <li>• JF</li> <li>○ COGG</li> </ul>	<p>link to event is better explained before the speakers take the floor. Advertising for CC event was successful.</p> <p>TA mentioned pride planning meeting on 6/23 @3pm.</p> <p>SW presented on Communications team; EB wasn't sold on billboards. JJ mentioned advertising on gas pumps. TA mentioned Frontier Days in Carson City (last year distributed all Narcan) to be added to event list. JS mentioned Danish festival attendance as well. JF shared we have poles and banners for these events. SW will take this information back to team for next meeting.</p>		
<ul style="list-style-type: none"> <li>• Coordinators Report <ul style="list-style-type: none"> <li>○ Grants <ul style="list-style-type: none"> <li>▪ PN ending 3.15.24</li> <li>▪ DFC – application due 3/15/24</li> <li>▪ GYAC – TCAS</li> <li>▪ GYAC – Pre Prom</li> </ul> </li> </ul> </li> </ul>	<p>PN ends 3/15, all expenses must be in by 2/25. JF requested reallocation of NYLI travel funds-, trophy and prizes were approved by PN through travel expenses. CS will get Dodgeball Tournament flyer to SW. After much discussin th e following were recommended for purchase for prizes: Trophy and Beats for first place team, backpacks for second place team and Stanley Cups for third place team. (5 per team, hoping to get 12 teams total), Toilet bowl prize will be spikeball sets. The winning school would be awarded their choice of the popcorn machine or the cotton candy machine.</p> <p>DFC app due 3/13. Meeting for this is on the 28<sup>th</sup> from 9-11AM at JF's and virtually. CC and TA will be present, JJ will check email and respond to calendar invite.</p> <p>Grant app into GYAC for TC swag (lanyards/basketballs/t-shirts) unsure of when we will hear back/if we will since TC is not in district. GYAC is funding all our pre-prom expenses.</p>	CS/JF	ASAP
<p><b>Chair Report</b></p> <ul style="list-style-type: none"> <li>• Vice Chair vacancy</li> </ul>	<p>CO made motion to appoint Cody Staup as vice chair and TA seconded. Motion carried.</p>		
<p><b>Other</b></p>	<p>JF voiced concern over MiPHY, unaware if schools will continue to do this. MPC depends on the survey for funding for MPC. CO suggested JF &amp; JJ have presentation in front of superintendent to say what survey means. JF to email Kyle Hamlin/Penny Dora about getting on agenda and will cc JJ.</p>	JF	ASAP
<p><b>Next Meeting:</b></p>	<p><b>March 19, 2024 1 to 2:30 pm at MAISD</b></p>		

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## Work Team Reports

**Work Team Name:** Communications Team

**Work Team Chair:** Mindy Train

**Date of the next meeting:** 3/21/24

### **Action Items Completed:**

The Communications Team created a list of events they felt MPC should be present at:

Sheridan Health Fair (August)

Harvest Festival, Stanton OFD, Lakeview Festival. Trufant Stump Fest, Lakeview Health Fair, RISC Recovery Symposium (4/13), Family Fun Day (5/18), MCN Carnival (August)

### **Action Items in Progress:**

The final draft of marketing plan and orientation folders are in progress and will be finalized by the end of our next meeting (3/21). Once we have made our adjustments to the orientation folders, we will send them to the EB for final approval. A rough draft of our marketing plan is attached. Kurt Kemperman is in progress receiving quotes for billboards, banners to have in schools, and advertising costs for the free fair this summer which will be provided at the next meeting.

### **Budget updates or needs for Executive Board reference:**

None currently.

### **What do you WANT us to know?**

We are open to suggestions regarding the event list. Please let me know if there are any other important events MPC should be represented at.

### **What do you NEED us to know?**

The marketing plan will align with our communications budget. The plan relies heavily on radio representation and not as heavily on paper ads due to cost.

**Questions:** Mindy Train suggested we find some sponsors for billboards since they run around \$500-\$800/month, could we ask for sponsors at the next full board meeting? Are we missing any important events? Any suggestions for the marketing plan?

### **Marketing Plan**

Draft #1

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## January

Promote Compassion Cures Event

Radio – Local

Three Week Campaign – 114 30 Sec Commercials w/Apearances \$1,559

Newspaper – Daily News

2 – half page ads \$1,000

## February

Radio – Local

TOMA Campaign \$169

Sponsor IMSafe Dinner

Dinner Sponsorship \$200

Newspaper

Mental Health \$500

## March

Radio – Local

TOMA Campaign \$169

In-Studio Segment \$75

## April

Radio – Local

TOMA Campaign \$169

## May

Radio – Local

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TOMA Campaign	\$169
In-Studio Segment	\$75

### June

#### General Awareness

##### Radio – Local

Three Week Campaign – 114 30 Sec Commercials w/Appearances	\$1,559
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### July/August

##### Radio – Local

TOMA Campaign	\$169
In-Studio Segment	\$75

##### Parades

Danish Festival \$60 – Registration, \$140 – Candy/Swag	\$200
Harvest Festival \$30 – Registration, \$100 – Candy/Swag	\$130
Stanton OFD \$0 – Registration, \$75 – Candy/Swag	\$75
Lakeview \$30 – Registration, \$100 – Candy/Swag	\$130
Trufant Stump Fest \$0 – Registration, \$75 – Candy/Swag	\$75

### September

#### General Awareness

##### Radio – Local

Three Week Campaign – 114 30 Sec Commercials w/Appearances	\$1,559
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##### Newspaper – Daily News

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1 – half page ad

\$500



## October

Radio – Local

TOMA Campaign

\$169

In-Studio Segment

\$75

## November

Radio – Local

TOMA Campaign

\$169

## December

Radio – Local

TOMA Campaign

\$169

In-Studio Segment

\$75

## Total

**\$9,214**

**Work Team Name:** Healthy Montcalm

**Work Team Chair:** Jesi Wimmer

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**Date of the next meeting:** 3/6/2024

**Action Items Completed:** Review of opioid settlement funds. Stigma awareness reduction; gaps.

**Action Items in Progress:**

Mental Health - Current gaps, data, strategic planning

Financial Security (insurance focused) - Current gaps, data, strategic planning

Healthy Lifestyles - Current gaps, data, strategic planning

**Budget updates or needs for Executive Board reference:** None.

**What do you WANT us to know?**

Narcan kit delivery logistics are still underway. Corewell health art presentation on stigma is in the works but no final details yet.

**What do you NEED us to know?**

Among our YPC groups there has been some stigma towards them by other students. They have been called “snitches” and are not relatable to some students. This has been challenging regarding recruitment and the perception of those representing MPC.

**Announcements (Information) for Communication activities:**

Details to come, there was much discussion and agenda items were not completed due to lack of time.

**Questions:** What have MPC and Healthy Montcalm accomplished together in the past?

**Work Team Name:** MYPC

**Work Team Chair:** Samantha Williams (Advisor)

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**Date of the next meeting:** 3/9/24

**Action Items Completed:** First meeting has been scheduled.

**Action Items in Progress:** Dodgeball tournament (more information on LYPC page). Sign-up sheet for youth to attend events MPC is being represented at.

**Budget updates or needs for Executive Board reference:** None at this time

**What do you WANT us to know?**

This meeting has not taken place yet. It is an opportunity for the youth clubs to collaborate. YPC will present what is/isn't going well and will share ideas on next steps. Individuals from youth clubs will be chosen to be a part of MYPC.

**Announcements (Information) for Communication activities:**

The dodgeball tournament at LHS is taking place 3/9 at 11am, MYPC meeting is being held beforehand at 10am.

**Questions:**

Is there anything else you would like the MYPC to take on?



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Transportation (Compass Coach) is secured for GHS, LHS, TCHS.

**GHS:** Dinner at Frugthaven is secured. Winter Inn will be catering again this year. 36 responses to the Pre-Prom Reservation form. Jamie McNinch is reserved to take photos at pre-prom event. Jodie is the lead on this pre-prom.

**LHS:** Dinner at St. Ives is secured. The meal includes Chicken Florentine, Pulled Pork, Green Beans, Vegetable Medley, Mashed Potatoes, and Macaroni & Cheese.

30 responses from students saying they are interested. Pre-Prom reservation was sent out last week with 0 responses so far, it will be distributed again this week via prom coordinators (Rachel Sheehan & Colliene Willison).

**TCHS:** Dinner location has not been secured. 25 responses of students interested. Working with Amore Trattoria and Uccellos to compare quotes. The dinner location will be secured by the end of this week.

### YPC UPDATES:

**GYPC:** YPC hosted a fundraising event on 2/13 at a basketball game. Students sold t-shirts and did a half-court shooting contest. They raised \$280 to go toward their pre-prom event. All the students have been given MPC shirts.

**YYPC:** Due to the passing of Vestaburg's math teacher, Brandi is taking a step back for the rest of this semester with the YPC. She has agreed to stay on for next year, we will touch base at the end of the school year with a plan to move forward.

**LYPC:** This club is currently planning a Dodgeball Tournament for March 9<sup>th</sup> from 11-1. They are inviting other youth prevention clubs and schools. They hope to make this an annual event. We have ordered t-shirts for the event as well as gas cards for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place teams. We will also be providing water for those attending. This is a free event.

**TCYPC:** Amnesty boxes have been delivered! Jodie & Sam will be visiting TCHS on Wednesday with Corewell Health who will be doing their anchor box presentation. Press release to come on the amnesty boxes.

**NYLI:** Article in Lakeview News regarding our meeting with Gary Peters. Students prepared a presentation that they shared with Alexandra Diggs (Debbie Stabenow's aide), Sarah Shapiro (Gary Peter's aide), and Gary Peters himself. They shared their accomplishments such as pre-prom and the amnesty boxes. They also explained challenges that have been faced along the way like lack of help from administrators, stigma from other students, and low membership. Some students shared their personal stories as to how they got involved with the Youth Prevention Club at their school.

## Student Responses

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Ruby Anger: "My favorite part of the trip was to bond with you guys and find a group that was cooperative and sweet!! 😊"

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Bryce Wilson: “My favorite part was to be able to be on Capitol Hill and meet all these important and influential people. Its not an everyday occurrence.”

Haley Gifford: “My favorite part of the trip was being able to meet with our Michigan senators. It was a very cool experience.”

Bethany Buitenwerf: “I loved going to the museums. Especially the air and space museum. Capitol Hill Day was also very cool. I liked that we were able to have multiple meetings and that the aides and Gary Peters actually listened to us.”

Leilah Miller: “I would say that my favorite part was meeting with the legislators and telling them about our past, present, and hopeful future!!”

Ryleigh Reese: “I would say my favorite thing is meeting new people and getting to share and network with different ideas along with the successes and challenges.”

## What Worked

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- Wearing MPC shirts on travel days.
- Group text with advisors & students for information/check-ins.
- Having students from the same school room together.
- Ice breakers at meals and having this be student-led.
- Shuttle to and from the airport through Shuttle Express.
- Providing time for students to do homework.
- Student opinions on activities and letting them decide what we did/didn't do with options provided from advisors.
- Student-led presentation for senators.

## What Didn't Worked

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- DC car transportation is extremely expensive. Uber would have worked if we could all fit in one car. This is an option for the future, we did end up using it one day.
- Scheduling complications with one room at Gaylord. Acquiring Gaylord receipts.

**Work Team Name:** Compassion Cures Planning Committee

**Work Team Chair:** Christa Jerome, MPC Assistant Coordinator

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**Date of the next meeting:** TBD

**Action Items Completed:** Event planning has been completed with 6 community members and 3 MPC staff. Keynote Speaker is Judge Linda Davis and five panelists (The Gathering Place, Education Foundation of Greenville, Safe & Sacred, and Table Faith). A hot breakfast buffet will be available, starting at 8:30.

**Action Items in Progress:** Assembling Folders, preparing swag bags,

**Budget updates or needs for Executive Board reference:**

**What do you WANT us to know?** Breakfast will be sponsored by Corewell Health. MCC waived room rental costs for the Greenville Campus. MCN paid for the second room for the Family Against Narcotic Staff. As of 2/12, forty-seven registrations have been completed with two vendor tables registered.

**What do you NEED us to know?** Newspaper ads have been run in the Daily News, inserts went into the Lakeview Paper, Posters were hung at partnering agencies along with Facebooks posts. Panelists are excited to speak on their cause.

**Announcements (Information) for Communication activities:** The Daily News has been invited to cover the event.

**Work Team Name:** Prescription Drug and Medication Take Disposal

**Work Team Chair:** Christa Jerome, MPC Assistant Coordinator

**Date of the next meeting:** February 27, 2024

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**Action Items Completed:** Medication Drop Box and Signage has been returned by Ron Finegood. Stanton Police Department will be asked to see if they would host the box (Chief Pumford).

**Action Items in Progress:** Setting dates for 2024 Take Back Days

**Budget updates or needs for Executive Board reference:** N/A

**What do you WANT us to know?** Determining if team will add an additional disposal event during a Commodity Senior Food Program Distribution. This would be in partnership with Mid-Michigan Community Action Agency since this agency oversees the senior commodity program. Disposal would take place at the Greenville and Howard City Distribution Sites. Will suggest during July or August Distribution.

**What do you NEED us to know?** Only one member in attendance at January meeting.

**Announcements (Information) for Communication activities:** N/A