

Massac County Drug Awareness Coalition
MINUTES
Wednesday, January 15, 2020
9:30 am, Metropolis City Council Chambers

Present: Holly Windhorst (Director), Cindy Davis (Health Sector Rep), Sabrina Beck (Executive Committee), Steve Miller (Civic Sector Rep), Toni Miller, Chief Harry Masse (Law Enforcement Sector Rep), Robbin McDaniels (Hospital), Marilyn Barfield, Brenda Margharo (Business), David Bowman (Law Enforcement), Michelle Longworth (Media).

Holly Windhorst called the meeting to order at 9:30 a.m. and welcomed all to the meeting.

1. **Approval of Minutes:** The December 18, 2019, minutes were approved unanimously with a motion by Cindy Davis and a second by Chief Masse.
2. **Executive Committee (EC):** The EC met 1/7/2020. Discussion items to follow.
3. **Treasurer's Report:** Account balance as of December 31, 2019, is \$15,484.33. December expenses were \$225/rent, \$300/Joppa HS for RRW support of partial purchase of TV/message.
4. **Drug Free Community Grant (DFC):** We received an award notification on 12/27/19 that MCDAC is a recipient of the DFC grant.
 - a. Timeline: The project period begins 12/31/19 and continues for 5 years. MCDAC may receive in federal funds \$125,000 per year for Year 1 through 5 with a matching funds requirement. Federal funds and matching requirements change over Years 6-10.
 - b. Matching Funds: The grant provides for \$125,000 in federal funds with a requirement of 100% match (\$125,000) which can be counted in money, donations, and time. It will be vital to track all time and effort towards the match. Monetary donations will still be needed to purchase non-federally funded items such as programs, supplies, training, etc.
 - c. Objectives: There are 2 main objectives of the grant.
 - 1) Increase Community Collaboration - Increase membership by 20 members this year.
 - 2) Reduce Substance Abuse in Youth – Specifically Alcohol & Marijuana. This will be measured using the IYS data which was last done in 2018 and will be administered in 2020. Specifically, the Past 30 Day Use by 10% in the combined 8th, 10th and 12th grades. We will also consider vaping and the 2020 law regarding legalization of marijuana. This evaluation is a requirement of the grant.
 - d. Personnel: The grant will fund 3 positions:
 - i. Program Director, Project Coordinator, and Business Official. As MCDAC Executive Director, Holly Windhorst was named Program Director in the grant.

- ii. The Project Coordinator position is part-time (20 hours per week) and will be advertised in local paper beginning 1/16/2020 for the next 2 weeks; resume deadline is 1/30/2020.
- iii. The Business Official position requires financial management and payroll experience with a 10% and will need to be filled immediately. The EC has made a recommendation of a local CPA and will confirm after a meeting with the prospect.
- e. Sector Representatives: We have 12 different Sector Representatives who signed a Coalition Involvement Agreement as part of the grant submission. Holly will contact each Sector Representative to notify them of the grant requirements; one of which is attendance at regular monthly meetings. The value of volunteer hours may depend on the capacity.
- f. CADCA (Community Anti-Drug Coalition of America) National Leadership Forum will be held February 3-6, 2020, in Washington, D.C. This forum will provide coalitions with an opportunity to learn about coalition requirements and sharing of information about coalition activities. Holly and Sabrina will attend as part of the non-federal grant commitment.
- g. National Coalition Academy (NCA): In the first year of the DFC grant, MCDAC will be required to send 2 individuals to academy for 3 different weeks with the Program Director attending all 3 weeks. The academy dates are: March 23-26, 2020; June 1-4, 2020; and August 24-27, 2020.

To comply with grant requirements, there are several webinars that grant personnel will participate in the next few weeks and as the grant continues. At this time there are more questions than answers but more will be known throughout the next few weeks as we begin to implement the grant. We have also been assigned grant management contacts as part of the DFC grant.

Graves County received the DFC grant in 2013 and just finished their 5th year in 2018. Also, a contact has been made of another grant recipient, Dennis Trask, who has been helpful. There is also an IL Group of DFC recipients that meet and discuss issues that will be helpful, as well.

- 5. **Fundraising**: Increase fundraising will be required to meet the match for items that cannot be obtained with time or donation. We will be calling for a Fundraising Committee and a Fundraising Chairperson to lead us towards our goal.
- 6. **Youth Advisory Council (MCHS)**: The YAC met yesterday, 1/14/2020. They continue to work on the information campaign using different media. We will also be seeking to send a few students to a leadership camp (CGTI).
- 7. **Meeting Times**: With the grant, attendance has become a top priority. The EC discussed changing the meeting time to 8:00 a.m. for the monthly meetings and the executive

committee meetings. It is hoped that folks will be more likely to attend at the beginning of the work day and then go to work. After discussion, it was decided that we would begin 8:00 a.m. meetings starting with the March meeting, as the February meeting is a quarterly evening meeting at 6:30 p.m.

8. Public Comments: None.

Motion to adjourn was made at 10:30 a.m. by Robbin McDaniels, seconded by Marilyn Barfield, and passed unanimously.

The next monthly meeting is scheduled for Tuesday, February 18, 2020, at 6:30 p.m. at Metropolis City Hall.

2019-2020

Sector Representatives

1. Lily Conkle (Youth)
2. Natalie Quint (Parent)
3. Chad Lewis (Business)
4. Areia Hathcock (Media)
5. J. R Conkle (School)
6. Doris Vogt (Youth-Serving)
7. Harry Masse (Law Enforcement)
8. David Deem (Religious)
9. Dr. Steven Miller (Civic)
10. Cindy Davis (Healthcare)
11. Josh Stratemeyer (State Gov't.)
12. Thelma Hunter (Other Subst. Abuse Org.)

Volunteer opportunities to support MCDAC programs and activities.

Committees

- Drug Take Back to support MCSO (October 2019 & April 2020)
- Town Hall Meeting (November 2019)
- Truth & Consequences (May 2020)
- Red Ribbon Week (October 2019)
- School Supply Drive (August 2020)
- Rides 2 Recovery (as needed)
- Grant Writing (opportunities)
- Fundraiser – Trivia Night (November 2019)
- Fundraiser – Golf Scramble (May/June 2020)

MCDAC Email massacdrugawareness@gmail.com

MCDAC Website www.massacdrugawareness.com

Illinois Youth Survey (IYS): Next survey is scheduled for 2020.