



ITAC General Coalition Meeting Minutes – **DRAFT**

DFC #SP 080803-1

September 18th 2023

9am at Iroquois Board Room 32

Sectors:

- 1 – Youth (person <= 18 years of age)
- 2 – Parent
- 3 – Business Community
- 4 – Media
- 5 – Schools
- 6 – Youth-serving Organizations
- 7 – Law Enforcement Agencies
- 8 – Religious or Fraternal Organizations
- 9 – Civic and Volunteer Groups
- 10 – Healthcare Professionals (Field of Substance Abuse (SA))
- 11 – State, Local, or Tribal Government Agencies (SA)
- 12 – Other Organizations involved in reducing (SA)
- 13 – Key Personnel

Call to Order Time: 9:04

Adjourn Time: 10:30am

Recorder Name: Joanne Goellner

1. **Attendees:** Alli Pelletreau (13), Sarah Sterlace (13), Bette Dehr (2), Justin Chernogorec (11), Mark Sterlace (8), John Bennett (5), Tracey Karp-Theal (6), Jamie Coleman (5), Chad Barry (5), Joanne Goellner (2) **Zoom Attendees:** Caitlin Violanti (10), Heather Jacobs (2/5), Kim Peck (11), Suzanne Canfield (10), Lisa Milewski (10)
2. **Hello & Welcome:** Each attendee introduced him/her/their self and shared regarding their organization. Items of note:
 - a. Heather Jacobs has signed on to be the ITAC representative with the Board of Education again.
 - b. **(to add to the next SC meeting agenda)** Justin Chernogorec shared that the task force will be changing direction from prevention to harm reduction. Once he has all the information and details, he will share first with the SC and then the GC.
 - c. 2024 will bring the 50th Anniversary of the Boys and Girls Club. Tracey Karp-Theal shared about some new programs and initiatives they are planning for this next year.
 - d. Jamie Coleman shared that he has shared the CLYDE survey with East Aurora Administration. They are reviewing the survey and reviewing school district policy so he is currently in a waiting pattern.
 - e. Chad Barry gave a Vape Sensor update.
 - i. Installation in MS is complete/HS upstairs complete, downstairs to be finished this week.
 - ii. System will be activated in the next few weeks. Halo & Iroquois IT will work together to test and customize settings for the various bathrooms, alerts, and notifications. He shared that the system, in addition to tobacco/vape smoke is able to detect loud noises, voices, perfume and deodorant spray and will be a deterrent to more than just vaping.
 - iii. Staff training, implementation procedures will have to be done as well as deciding on consequences. Parents (and possibly students) will have to be educated regarding the system and consequences.
 - iv. Bette Dehr asked whether stats could be shared with ITAC for usage and John Bennett shared that stats could help benefit the justification for a nicotine support group for students.
3. **Previous Minutes** – *A motion was made by Joanne Goellner to accept the June 13th, meeting minutes as written. A second motion was made by John Bennett. All in favor with none opposed.*
4. **Program & Slice Committee Updates:**
 - a. **Program Update** (*complete report emailed prior to meeting/available on website*)
 - b. **Billboard** – Joanne Goellner shared that ITAC has secured four billboards from Lamar. Two will be for the fall/winter and two for the spring seasons. Two billboards will be designed by youth. Their locations will be (2) Transit and (2) Pound Roads. The first BB is due to Lamar by October 9th for a November installation. The SC has offered ideas and Joanne will create some rough drafts for feedback.
 - c. **BBQ Fundraiser** – (*complete report emailed prior to meeting/available on website*) Sarah Sterlace shared it was a great event with lots of volunteers. Over 200 chicken/pork meals were sold out. ITAC made just over \$1100 which is about double the previous year. For next year the committee would like to consider

new ideas (hotdogs, taco in a bag, etc) for simplicity and less complication with payments and tracking. Would like to keep the concert venue/event (Terry Buchwald/Elvis) the same.

- d. **S3-** *(complete report emailed prior to meeting/available on website)* Bette Dehr shared that work on Phase 2 for the SSS grant was just beginning. There are 5 other local coalitions participating with the goal to create a PSA with the assistance of the Hilbert Media Department. October 1st is the date for the grant submittal. The S3 group will be looking for youth to participate in a leadership training component on November 18th.

5. Budget

- a. **Holland Account** – Dawn Stover (Treasurer) was not in attendance but Bette Dehr shared an update Dawn sent to her. The Holland account received two deposits pertaining to the BBQ: \$1618 in cash and \$1558.45 from a Square transfer. There was also a \$14 credit from the EA Sidewalk Sale donation. ITAC still has not received an invoice from Two Smoking Guys for the chicken/pork dinners and is still waiting for VISA reimbursement of \$556 from the Mid Year Training Conference. The account currently has a balance of \$15,956.53.
- b. **DFC Account** – *(complete report emailed prior to meeting/available on website)* Alli Pelletreau shared that the report prepared by fiscal Agent John Wolski was sent out and is available online. She also shared via email/website the sheet she created to track budget vs expenses. In 2022/23 ITAC did not spend the entire budget but did spend rollover funds. This year there will be money left to complete actions plus additional roll over. ITAC was approved for the no cost extension.

6. Action Plan Activities

- a. **Charlie's Diner Table Top Advertising** – *(ad samples emailed prior to meeting/available on website)* ITAC opportunity for a tabletop ad on every table in Charlie's Diner, for three years for around \$1300 (with non-profit/check payment discounts). Committee came up with the concept of table conversation for families and drafted a design. Charlie's ad design company revamped the design to match the colors/theme of Charlie's table motif. ITAC plans to create a page on the ITAC website that corresponds with the ad to offer more conversation questions and resources/support for talking to kids. <http://www.itacmw.com/tabletalk> The GC shared their thoughts on the design including dislike for the color scheme/arrangement made by the ad design vs. the committee's initial design, whether the logo should be moved to the top and/or **changing the title at the top of the ad to be ITAC Table Talk**. *Alli asked the GC to vote on whether to move forward with the design. All were in favor.*
- b. **Spaghetti Dinner/Fundraising Committee-** Due to time constraints and loss of venue on November 4th, ITAC will be moving the Health Fair to a spring date. Instead, ITAC would like to host a different family event and during the SC, a Spaghetti Dinner was suggested. A committee will be formed ASAP to start working on a date/venue. John Bennett suggested finding youth representatives to meet with ITAC committees to be able to share information with the youth when everyone cannot make meetings. He also suggested the BOCES Culinary students might be able to help/assist. *(Anyone interested in joining the committee should contact Sarah or Alli)*
- c. **MS Welcome Back Dance-** September 22nd 6-8pm. Alli and Joanne will be there with the Fatal Vision Goggles for an activity.
- d. **National Family Day-** September 26th ITAC would like to promote this day with the Prevention Council. Initially the idea was to show a family movie, free of charge, at the Aurora Theater. Concessions separate. Due to time constraints, ITAC will instead promote via social media. **(For next year, ITAC needs to add this to the calendar and begin planning/promotions earlier to take advantage of the opportunity)**

- e. **Homecoming Game-** September 29th. ITAC will be present at the event. (Alli Pelletreau and Justin Chernogorec are available, will also take youth participation) Previous conversation regarding ideas were:
 - i. a banner for students to sign pledging being substance free or living healthy
 - ii. trivia games on the topics of alcohol/substances
 - iii. nothing to giveaway but information
- f. **Open Houses-**(not on original agenda)
 - i. **MS-** Sept 21 6:30-8:30pm-ITAC will have a table of information only. John Bennett will check on it.
 - ii. **HS-**Sept 20 6:30-8:00pm-Alli is available to set up while Bette can man the table during Open House.
- g. **National Forum 2024-** Washington DC- ITAC has budgeted for key personnel (Alli & Sarah) to attend as well as two adult chaperones and 4 students. They will create an application/criteria process for the students. ITAC would like Youth Coaches to go if they are available. CADCA has offered a scholarship for adults and students to apply for. If awarded the cost of registration and hotel will be covered. **ITAC is hoping to have the youth who attended the Mid-Year conference to present at the October 10th GC meeting.**
- h. **CLYDE Survey 2023-** the CLYDE committee is finalizing the additional questions for the survey. ITAC is hoping to administer the survey in September. John suggested adding a school administrator to the committee specifically Mary Jo Dudek. He thought that it might be valuable to include questions that might generate data for school grants. Alli shared that the additional questions were created from feedback from meeting with the school cabinet/BOE, MS principal Ross Esslinger and that they would be meeting with the High School for input. **Alli said she could reach out to Mary Jo.**
- i. **Red Ribbon Week 2023, Oct 23-31-**\$1000 budgeted for this year. Last year gave supplies to ICS Schools and Immaculate. This year would like to include East Aurora if they are interested. Alli researched the cost of banners, sticky ribbons, water bottles, and fidgets for all the schools and the total cost came to under \$900. ITAC also has ribbons left over from last year as well as around 300 "Be Kind to Your Mind" red ribbon themed color changing cups. Activities for this year (in addition to the banners/ribbons) will be a themed Wear Red/Light Up Red Day on October 26th, a coloring contest for younger kids and possibly a photo contest for older youth. ITAC has Pink Cow gift cards that can be utilized for prizes. *Alli asked the committee to vote whether she should move ahead with purchasing red ribbon items. All were in favor. Suzanne Canfield asked earlier for Red Ribbon details as she had to leave the meeting early and Alli said she would contact her regarding Red Ribbon Week. Jamie Coleman asked Alli if she could email him a summary of Red Ribbon details to determine whether East Aurora would like to participate.*
- j. **ITAC Event, November 4th-** (*pertains also to Spaghetti Dinner agenda item 6b*) Changing the original event to a Spaghetti Dinner in a new location but looking to still hold a Health Fair possibly March 16/23. Will form a committee to begin work on securing a date and start planning. Justin Chernogorec, Bette Dehr, Alli Pelletreau and Joanne Goellner volunteered.

7. Announcements

- a. **DFC Grant Application for Years 6-10-**Alli shared that ITAC was awarded the DFC grant and will not need to use the No Cost Extension for leftover funds. There was an article placed the East Aurora Advertiser to announce the grant award. Alli also noted that ITAC did not receive the STOP Grant and was awaiting feedback on what the application was lacking.
- b. **ITAC Health Disparities Impact Statement-**(*complete statement emailed prior to meeting/available on website*) The PRC worked with ITAC to create the document which will be used to help minimize

disparities in the goals and activities of programs. Alli stressed that this was a living document that can be updated and changed to better serve our community and assist in policies and procedures.

- c. **Coalition Meeting October 10th** – Will be during the evening at 5:30pm in the Iroquois Board Room 32.
- d. **Youth Coach Interviews**- Interviews for a HS Youth Coach are scheduled for September 25th. Unfortunately the previous HS coach, Caitlin Ernst, moved out of the area. One applicant is scheduled for a 3:30pm time and **Sarah is waiting to hear back/will check in with the 2nd applicant.**
- e. **Trunk or Treat (Boys & Girls Club)**-Will take place on October 21st from 3-5pm. They are expecting about 1000 kids to participate and are looking for volunteers to decorate cars, run candy and assist in activities. The K9 unit will also be present. Heather Jacobs asked if photographer Renea Lauck was aware of the event and if not said she would contact her. **If anyone would like to volunteer or participate with a trunk, they can contact Tracey Karp-Theal through the Boys & Girls Club.**
- f. **Truck or Treat (Fire Stations)** – September 28th is the only detail ITAC has regarding the event. **Bette is going to confirm what number of fire stations are participating** this year as well as what kind of activities they will be having as one of the stations mentioned adding something to the event.
- g. **National Forum Scholarships**-(*see agenda item 6g*)

8. From the Floor

- a. **EA Open House**-Jamie Coleman asked if ITAC would like to be present at East Aurora's Open House. Alli shared that ITAC could have info to hand out or people there depending on the type of Open House and the date. **Jamie was going to get more information and get back to Alli.**

There being no further business to conduct, the meeting was adjourned at 10:30am. **The next General Coalition Meeting: 10/10/2023 at 5:30pm.**

Meeting Minutes respectfully submitted September 18th, 2023 by Joanne Goellner.