



WINONA COUNTY
ASAP
Alliance for Substance Abuse Prevention



Winona County Alliance for Substance Abuse Prevention & Crime Prevention Committee
March 16th, 2020: 2:30 – 4:30 pm at Winona Health, Acorn Room

Attendance

Board of Directors:			
*Bolded names were present			
Attendance:	Board Member:	Proxy:	Sector:
	Travis Volkman	-	CJCC liaison
Present	Helen Bagshaw		Health – <i>Vice-Chair</i>
Present	Karin Sonneman	Carin Hyter	Government
Present	Ron Ganrude	Bridget Klinger	Law Enforcement
	-		Business
Present	Kenzie Antczak		Schools
	<i>Pastor Gooch Olcott</i>		Faith
	-		Parent
Present	Beth Moe	Brian Voerding	Civic/Volunteer
	Jenna McMillan		SA Treatment - <i>Chair</i>
Present	Darci Roesler		Youth Serving Organization
	TJ Leverentz		Media
	Averie Beckmann		Youth
Present	Deb McClellan	<i>(non-voting)</i>	Program Director
Present	Gabrielle Mark	<i>(non-voting)</i>	Program Coordinator

**Italics indicates pending board approval*

Coalition Members and Guests:	
Name:	Organization:
Paulette Clark	SE Region Prevention Coordinator (RPC)
Lara Radawitz	Community Member

Welcome and Introductions

In light of the pandemic, the ASAP Staff offered the opportunity to attend virtually via Zoom. We had 4 people attend via the application (note: we can continue to offer this method if requested, though in-person attendance is highly preferred). Thank you for those of you who joined!

- Agency Updates:
 - Paulette Clark, our RPC, announced the status of the following events:
 - Youth Leadership Academy (YLA) was cancelled last week (this is the youth leadership academy for the P&I grantees)
 - PCN and HOPE Conference at Ruttger’s (April 21-22, 2020) has been cancelled
 - SAMMn (Marijuana Workshop) “Beyond Smoke & Mirrors” (April 14, 2020) will be rescheduled to a later date – more information to come
 - Regional Training “Let’s Talk – Part 2: Science of the Positive Approach to Communication” (May 13, 2020 in Owatonna) will be rescheduled to a later date – more information to come

Consent Agenda

Due to the pandemic and consequent low attendance at the meeting, the coordinator decided to table both the Color Assessment for Personality Traits & Styles and Workgroups.

A quorum was not present at the meeting. An e-vote was conducted on March 17th, 2020 and the March agenda with edits, February minutes, and February finance report all passed by consensus.

Board Updates:

There were some important updates shared regarding ASAP's staff and the vacancies on our Board of Directors.

- ASAP's Program Coordinator, Elle Mark, has accepted a new job and has resigned from her position. Her last day will be April 1st, 2020. In the meantime, Elle will be helping prepare materials to ease the transition and helping plan ahead (ie, sustainability plan).
- Pastor Gregory "Gooch" Olcott has signed his Coalition Involvement agreement and is eager to serve as our new Religious/Fraternal Sector Representative! An e-vote was conducted on March 17th, 2020. Helen Bagshaw (Healthcare) motioned to accept Pastor Gregory "Gooch" Olcott as our Religious/Fraternal Sector Representative and Travis Volkman (CJCC Liason) provided a second by agreeing. The board approved. *Welcome Pastor Gooch!*
- After our last few board meetings, we are still left with two vacancies on our board. The first is our Business Sector Representative. Christie Ransom of the Chamber has expressed interest in joining our team, as well as Phil Huerta (past ASAP coordinator and director). The second vacancy is our Parent Sector Representative. Jessie Rivers and Elle (coordinator) were going to meet after our February board meeting, but the pandemic has halted that progress. Current members are encouraged to continue recruiting new potential members to join the coalition's efforts!

Grant Application Updates:

In light of the current crisis our country is facing (and the Centers of Disease Control and Prevention being the new home for the Drug-Free Communities Grant), the Executive Team raised the question of whether now is a good time to apply for Year 6 of grant funding. Beth Moe (Civic, Sustainability team lead) reiterated that with no assurance of receiving the grant, putting all of our energy into applying for it at this time does not seem reasonable. Rather, the team should focus their efforts towards how we will finish out this season of funding in light of the pandemic (which greatly impacts our action plan).

Here are the next steps:

1. Gather input from the board, and grant the Executive Team the authority to take the next steps without prior board approval.
 - a. Carin Hyter (Government proxy) motioned to give the Executive Team full authority to act on behalf of the whole board at this time. Darci Roesler (Youth Serving) provided a second. The motion carried by consensus and the remainder of the board was notified via email.
2. Talk to Charlotte (our grant manager) about what we need to do before the end of our fiscal year and if we can take a "gap year".
 - a. Deb McClellan and Elle Mark (ASAP staff) will handle these matters after speaking to Paulette Clark (RPC).
 - i. Paulette encouraged us to keep meeting monthly regardless of funding and continue to track our match for in-kind donations and volunteer hours. She also encouraged the team to keep collecting data to make up for our lack of response from the Minnesota Student Survey in 2019.
3. Hire or contract out a Program Coordinator in light of Elle's absence.
4. Finish this fiscal year (done 9/29/2020) strong with remaining funding.

- a. Karin Sonneman (Government) spoke with the Exec. Team earlier and shared that ASAP may be able to fit back under the Criminal Justice Coordinating Council where it originally came from.

Helen Bagshaw (Health, Vice-Chair) indicated that we will keep going, and all in attendance agreed that we do not want to see our progress halt here. The board will be updated as decisions are made. Please contact the following people accordingly with questions:

- On or before April 1st: Elle Mark (gabrielle.mark@winonacountyasap.org)
- After April 1st: Deb McClellan (deb.mcclellan@livewellwinona.org) or any of our executive team members (Jenna McMillan, Helen Bagshaw, Beth Moe, and Karin Sonneman)

Looking Back, Moving Forward:

Elle informed the team that there is now a page on the website under the “Projects” tab to find the “100 cups of Coffee” materials. Though we are not encouraging you to go out and sit with people at this time, these can be done over the phone! Use some of your “isolation” time to conduct an interview or two.

- Reminder: These interviews are to help us develop a “baseline” for adult’s beliefs and educational needs in the Winona area. Be sure to document the amount of time your interview took and return to the Live Well Winona/Winona County ASAP office next to urgent care in Winona Health when completed.

Elle also informed the team that all CIA’s (except Law Enforcement) are up-to-date at this time thanks to finding an online application called “DocuSign”. Thank you for your help in getting those done, Board! Finally, in light of the pandemic, note that most all of our upcoming events are postponed at this time. Please keep close attention to e-mail notifications from ASAP Board members and staff to stay up to date on urgent matters.

Next meeting:

Our next meeting is scheduled for April 20th @ 2:30-4:00pm in the Acorn room of Winona Health. Depending on the state of nation, this may not be held. Again, keep close attention to e-mail notifications from ASAP Board members and staff to stay up to date.

The “Next Steps” will be handled by the Executive Team at this time. Stay safe!

Respectfully submitted,
Elle Mark
Program Coordinator, ASAP