

April 2010 Report

Coalition members, Coordinator, and Administrator:

- Organized and attended Coalition's monthly meeting (April 1st): 18 attendees
 - Held annual Coalition Appreciation Coffee Break right before
 - Presented Coalition Assessment Survey data
- Drug-Free Communities Grant Administration
 - Budget spreadsheet updated
 - Invoice collection and reimbursement drawdown done
 - FFR report submitted
 - Began organizing for bi-annual COMET reporting due May 10th
 - DFC Peer Review Process
 - Coordinator participated in mandatory webinar (April 20th) and consequently applied to be a Peer Reviewer for this years' DFC grant applications
- Evaluation
 - Coalition Assessment Survey trend analysis underway by the Northeast Center for Healthy Communities
 - In-kind volunteer tracking form data compiled
 - Feb-March'10 collected at April 1st Coalition meeting: average 4 hours per month per member
 - Evaluation Tool
 - Spreadsheet that tracks everything from meeting attendees to number of materials handed out to policy changes!
 - Continued filling in Tool with assistance from Action Team Point People
- Community Coalition meeting (April 20th)
 - Administrator reported on Coalition initiatives
- In person "meeting" with Mayor Dolan (April 12th)
 - Topics covered included: Liquor Licensing Commission, Environmental Scanning, Police (Marijuana Consumption, Tip Line), and K-12 Health Prevention Curriculum
- First Baptist Church's Drug Awareness Night (April 22nd)
 - Introduced Coalition and provided resources
- Melrose Alliance Against Violence Mentor Dinner (April 26th)
 - Presented Coalition initiatives, data, and applicable prevention resources to 6th-8th grade mentors
- Planning Committee meeting (April 29th)
 - Topics covered: FY'10 DFC budget, Operating Principles improvements, and Coalition photography void.
- Conducted assessment of Coalition staff
 - Completed by Coalition Administrator, Youth Advisor, and GGC Coordinator (Week of April 5th) completed Check-In sheets (week of April 5th)
- FY'11 State budget

Melrose Substance Abuse Prevention Coalition

- Rep Clark's office filed an amendment to the FY'11 budget requesting funding for the Coalition
- Provided Clark's office with FY'09 Annual Report, *Protecting our Kids...Investing in our Future* brochure, and Fact Sheet (April 26th)
- Updated Coalition's website (April 1st)
- Ongoing updating/stocking of resources in office and throughout community
 - Copies of *Protecting our Kids...Investing in our Future* brochures to Gately Funeral Home
- Media Impressions
 - Community Organizations Contact List
 - MHS student intern helping compile listings for community organizations contact information to be utilized for future mailings/PR.
 - April is Alcohol Awareness Month
 - "First Baptist Church hosts Drug Abuse Awareness event" MFP and MWN (week of April 16th)
 - "Parents...learn to ask and answer the tough questions" MFP (week of April 22nd), MWN (week of April 15th)
 - Join Together article on AlcoholScreening.org MFP and MWN (week of April 29th)

****Note: all Action Team and Task Team Updates are now captured on the Updates or Agenda sections of each monthly meeting***