



**M E L R O S E**  
 SUBSTANCE ABUSE  
 PREVENTION COALITION

City of Melrose Health Department  
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**AGENDA**  
**Thursday, April 1<sup>st</sup>, 2010**  
**8:00am – 9:30am**  
**Superintendent’s Conference Room at Melrose High School**

<b>Time</b>	<b>Topic</b>
8:00	Coalition Appreciation Coffee Break
8:30	Welcome <ul style="list-style-type: none"> <li>-Sign-in sheet (Ruth), Table Tents (Donna), Latecomers (Maureen)</li> </ul> Role Assignments <ul style="list-style-type: none"> <li>-Reader, Timekeeper</li> </ul>
8:40	Coalition Business—Kara <ul style="list-style-type: none"> <li>-Minutes—March 4<sup>th</sup>, 2010</li> <li>-DFC In-Kind Tracking Form for February + March 2010</li> <li>-Request for Coalition photos</li> <li>-AT Updates—in your packet</li> </ul>
8:45	Membership Task Team – Kara, Janet, and Maureen Buzby <ul style="list-style-type: none"> <li>-Advisory Board and Planning Committee finalized <i>Protecting our Kids...Investing in our Future</i> brochure. FY'10 Coalition Assessment Survey administered and results obtained.</li> <li>-Next Steps→ Meeting on April 6<sup>th</sup>. Contact Potential Members-Inbound. Email or call individual Coalition members identified in “Potential Member-Outbound” spreadsheet to assist with targeted recruitment.</li> <li>-Coalition discussion→ Coalition Assessment Survey Results. <i>Protecting our Kids...Investing in our Future</i> dissemination plan.</li> </ul>

9:00	<p>Youth Action Team – Joe/Natalie</p> <p>-<i>Environmental Scan</i>: contacted Conservation Commission again asking to be included on Spring meeting agenda; no response to-date. Park Commission on board; will confirm if space on April or May meeting agenda. <i>Melrose Draws the Line</i>: school announcements, passing out business cards, attending community events (surveys given out, wristbands sold→ healthy alternatives). <i>Media Literacy Campaign</i>: Hoover and Lincoln School Spring assembly dates finalized for end of April into May.</p> <p>-Next steps→ <i>Environmental Scan</i>: waiting for confirmation from Commissions' so can present data. <i>Media Literacy Campaign</i>: Prepare for presentations. Confirm Youth Advisor and Teen Leaders for FY'11.</p> <p>-Coalition discussion→ anyone know anyone on the Conservation Commission?</p>
9:05	<p>Other—Janet</p> <p>-Spotlight on Joe Singer!</p> <p>-Training Calendar—in your packet</p> <p>-Article of Interest—in your packet</p> <p><b>***<u>Next Coalition meeting</u> will be Thursday, May 6<sup>th</sup>, 8:30am – 9:30am, Superintendent's Conference Room at Central Administration (MHS).</b></p>
9:15	Community Concern/Open Forum
9:20	Networking....find your Action Team Point Person
9:30	Adjournment