



Executive Committee Meeting 6/20:

- Vision and Mission Statement
 - Review and discuss revisions made since last meeting
 - Proposal move “minimize the negative impact of opioids in our community” to the end. “In order to minimize...”
 - Revised Mission: *Strengthen a coordinated system of individual and family centered prevention, treatment, recovery supports and improved public health and safety in order to minimize the negative impact of opioids in our community.*
 - Vision: *[passed as final] A timely coordinated and comprehensive system of community partners and resource that successfully addresses the impact of substance use disorders.*
- Work Plan
 - Do we have consensus on the tasks previously discussed – four as priorities and seven total?
 - Added “/recovery” to “expanded prevention/public education/recovery efforts”
 - “Evidence-based” proposed to be added to prevention/public education
 - Add sentence into introductory paragraph to include “evidence based” and best practices. Include on-going evaluation and reflection as a value in introductory paragraph.
 - #4 involuntary settings – *explore evolving strategies and models of treatment in other settings*
 - #1 add “recovery “
 - #2 change from explore to *develop and implement prevention/public education efforts*
 - Are there tasks we should add, like a 2018 Legislative agenda? & should we delegate to a working group the development of a July 1, 2017 – June 30, 2018 workplan?
 - 2018 Legislative Plan – Maureen & Brian will help staff a sub-committee to formulate the Exec. Cmte workplan for this effort
 - Collaboration
 - Work plan/legislative agenda/decision making mechanism
 - Establish majority determinants (how many Alliance members needed for choosing task? Voting system?)
- Operation Considerations
 - For discussion: one operations “crisis” team
 - Crisis team = Unifying team to respond to gravity of issue



- Concern that combining will cause loss of “strategic planning” in response to crisis
- Unification of team/alignment among positions (Project Director, City, Data, Communication)
- Unification/coordination would de-duplicate work and initiatives
- Open position – a senior leadership position overseeing other positions?
 - Keep position accountable to entire group instead of one individual organization/member. “Reports to the group/Exec Committee”
 - Executive Committee provides connection point to Project Director
 - Job description re-write of Project Director role
 - Project Director role will manage three staff
 - Mayor will provide week-to-week support for the existing team
 - Proposal for backbone staff to meet with co-chairs at least monthly (ideally weekly)
 - Agree co-chairs are right point of contact for backbone staff
 - Proposal to form a working group to continue to develop these structures.
- Location of team
- Executive Committee Structure and Function
 - How will the Executive Committee oversee the work of the crisis team?
 - What meetings should we retain?
 - Committee Co-Chairs
 - Motion and seconded to nominate Eileen Whalen and Mayor Weinberger as interim Co-Chairs until formalized roles and expectations have been established. The ayes have it.
 - Eileen Whalen, UVM MC & Mayor Weinberger, Burlington VT, Interim Co-Chairs of CCOA Executive Committee.
 - Further conversation requested regarding potential political conflicts within Executive Committee leadership.
 - Immediate needs for committee: job descriptions for Co-Chairs, Steering Committee members and Action Team members. Maureen will head up this working group.

Workgroups:

Maureen - Workplans: Mechanisms for decision making, Job descriptions: Project Director, Co-Chairs/Committee Members, Governance Structure, Role of Committees on various levels *Jane, Charlie, Bob, Jesse*

Brian - Legislative Agenda *Jesse, Brian, Maria, Jason*