

CCOA Small Steering Committee Meeting
August 11, 2016, 12-1:30pm, 128 Lakeside Ave., CHI of UVMHC
847-4634 call in #

1. Common Agenda
Action Needed

20 mins

o **Discuss these different proposals and plans from different consultants:**

- ✓ **Cope and Associates**- see proposal attached in email
- ✓ **FSG**- 5-6 months of work, 4 people, \$50K/month
- ✓ **Tamarack Institute**- have a phone call with them next Tuesday
- ✓ **Aspen Institute**- have a phone call with them next Tuesday
- ✓ **Champlain College**- Don Haggerty, Appreciative Inquiry- need to call
- ✓ **Rich Nadworny**- Design Thinking: Links Rich shared with me: Design Thinking and addiction- <http://hopecenterrehab.org/tag/design-thinking/>; Design Thinking in Healthcare- <http://www.forbes.com/sites/henrydoss/2014/05/23/design-thinking-in-healthcare-one-step-at-a-time/#4c4bb692628d>; Design Thinking Comes of Age-<https://hbr.org/2015/09/design-thinking-comes-of-age>; Martha can also speak to the work Rich has done with the United Way, NW

- o **Collective Impact Trainings: \$8,000** in budget for travel and training

Sept 26- Sept 30 th -Toronto, CA	<u>Cost:</u> \$2,390 registration
Community Change Institute	\$1800 hotel, \$600 food, \$1000 airfare- Total \$5,790
Oct 18-Oct 20 th - Dallas, TX	<u>Cost:</u> \$1,700 registration, \$1000
2016 Champions for Change: Leading a Backbone Organization for Collective Impact, FSG	hotel, \$400 food, \$1000 airfare Total \$4,100
United Way, NW, Nov 2 nd and 3 rd - Stowe	Total \$700 (\$295 reg + dinner)
Ellen Kahler, VT Farm to Plate, Sept 1 st	<u>Cost:</u> \$0
CI Local Support Group and Collaboration of Learners Group	<u>Cost:</u> \$0
Webinars	<u>Cost:</u> \$0

- 2. Agenda for Steering Committee meeting- Sept 6th, 1-3pm 15 mins**
Action Needed-
- **Decide what the Agenda will be for this meeting. What I know I want to be on the agenda so far is:**
 - ✓ Action Team Updates-reported out by co-chairs; (at some point- approve of Aim, Strategies and Measures)
 - ✓ Collective Impact Consultant (?) work to develop Aim/Mission of Committee
 - ✓ Project Director Updates
 - ✓ Decide how we make decisions- majority, scoring, etc.
 - ✓ Introduce Data Manager- Sam (his 1st day)
- 3. Mutually Reinforcing Activities 15 mins**
Action Teams:
- ComSTAT- Sept 15th Public Meeting, 12-1pm and 6-7pm, Contois Auditorium-format; kick-off meeting and CCOA information sharing
- Actions Needed-**
- **Anyone else who can attend:**
 - ✓ Martha-afternoon
 - **How best to get the word out about the event**
 - **Invite list**
- Community-level Prevention
 - Treatment Access and Recovery Support
 - Workforce Development
- 4. Constant Communication 20 mins**
- Website Review
- Action Needed-**
- **Review the *very* DRAFT CCOA website-**
<http://www.ecosproject.com/chittenden-county-opioid-alliance/>
- Marketing Team named
- Actions Needed-**
- **Anyone else to be on the Team before I convene the 1st meeting:**
 - ✓ UVMMC- Jason Williams and Aaron Johnson
 - ✓ Howard Center- Denise Vignoe
 - ✓ CCRPC- Emma Vaughn
 - **Any ideas for protocol and procedures- review process, etc.**
- Logo is completed

Constant Communication (con)

- Monthly reports are being emailed to large steering committee (CCRPC and SIM)
- Updates shared at each Action Team meeting- idea for a Newsletter

5. Common Progress Measures (and Backbone)

5 mins

- Data Manager Hired- Sam Fath- Start date 9/6
- Mike Schirling's idea-October Innovation Week, reverse pitch exercise

6. Grants

10 mins

- GE Healthy Communities Grant
- Grant reports- monthly to CCCOA and SIM, UVMMC due August 31st
- Grant application form for Action Teams

Action Needed-

- **Review grant form-will bring with me to the meeting**