



January 20, 2010

Meeting Minutes

1. Meeting was convened at 5:10 P.M. by WAWMCC Coordinator Tammy Molter. In attendance were Joyce, O'Donnell, Suzi Metzenheim, Beth Heflin, Julie Whelan-Capell, Ron Hayward, Susan Stuckert, Paul Murphy, Dick Harris, Rod Nelson, Pat Sikorski, Peggy Pipia, Karen Kolberg, Tammy Molter, and Duncan Shrout.
2. December 16, 2009 Meeting Minutes were presented and approved by acclamation.
3. Leadership of the Coalition and Steering Committee was explained by Susan Stuckert. Tammy will convene and facilitate the monthly WAWMCC meetings.
The WAWMCC Steering Committee will continue to function through consensus. Members are:
4. Tammy presented the list of Sub-committees and explained the anticipated role of each group suggested by the Steering Committee including: Youth, Marketing, Training and Parent Engagement. Sign-up sheets were distributed to recruit the initial members for each group.
5. Tammy presented a graphic list of all objectives/activities of the three current grants, Drug-Free Communities (DFC), Project Change (PC), and the Strategic Prevention Framework-State Incentive Grant (SPF-SIG) supporting the work of WAWMCC during the 10/01/2009 – 09/30/2010 grant year. The graphic demonstrates similar initiatives among the three projects. The DFC project focuses on changing community culture to reduce alcohol and other drug use among youth. Project Change focuses on the prevention of ATOD use among WAWM School District students as well as community change regarding underage alcohol use through the implementation of two model programs. SPF-SIG focuses on the reduction of underage alcohol use by local youth and young adults through heightened parent engagement and the continued enforcement of local ordinances. Of importance also are the desired outcomes of these projects by West Allis and West Milwaukee residents and community leaders. This will be more fully discussed under in item 6, Guiding Principles update.

Coalition members email addresses will be added to the Drug Free Communities Workstation. This list serve will send sector specific emails to Coalition members. Members will have the option to opt out of emails.

A key element of both the DFC and Project Change grants is the implementation of the model environmental strategy Communities Mobilizing for Change on Alcohol (CMCA). Given the complexity of CMCA and the involvement of many local sectors (police, municipal governments, schools, youth, parents), Tammy encouraged Coalition members to sign-up for CMCA training which will be provided to up to 25 participants by the Youth Leadership Institute of San Francisco, CA. in West Allis as soon as arrangements may be made. This will be a 2-3 day training from 9:00 am – 3:00 pm each day.

6. The Guiding Principles process was updated by Tammy who indicated that she has spoken with several West Allis and West Milwaukee community leaders. She will present a report on these conversations at the February 2010 WAWMCC meeting. A feature of these conversations is an opportunity for each interviewee to express the outcomes they believe will most help WAWM youth and young adults avoid alcohol and other drug abuse in the future.
7. The Youth Advisory Council (YAC) update was provided by Suzi Metzenheim and Rod Nelson. The YAC Parent Reception is scheduled for Thursday February 18th at 7:00 P.M. at Parkway. The event has been planned and will be implemented by the 30+ youth YAC members. All questions regarding the February 18th event should be directed to Barb Reisner at breisner@wi.rr.com.
8. The Rod Nelson Wish List was introduced by Officer Rod Nelson. The purpose of this list is to create a conversation and then implementation of a variety of activities to support local youth. Rod spoke about the concept of a “virtual” youth center that would sponsor alcohol and other drug free youth events including: open gym nights, dances, movie nights or other recreational nights for youth. Other Coalition members supported such activities. There was a strong suggestion of partnering with the Community Alliance Against Drugs to co-sponsor such events or ongoing activities. This conversation spurred Coalition members to sign-up for the Youth Committee to stimulate action on behalf of local youth.
9. Logo and Website Update was provided by Tammy and Karen Kolberg. Tammy and Karen have spoken with three qualified vendors who will provide quotes to accomplish the following: prepare several logo designs and other specified printed material, design WAWMCC web page, set up and program 5-10 page website, host website on an ongoing basis and provide annual updates. The goal is have all decisions made by mid-March and implementation completed by mid-April.
10. Coalition DFC Renewal Grant is due by February 20th. Susan Stuckert is coordinating the application process.
11. An introduction to AA was provided by Dick Harris. Dick provided background information on Alcoholics Anonymous as well as a sampling of current literature. For additional information on AA, please contact the Milwaukee Central Office at 414-771-9119 or www.aamilwaukee.com.
12. Helping Youth with current alcohol and other drug concerns was the concluding topic of this meeting. Many youth currently using alcohol, tobacco or other drugs are already known within the schools, police departments and municipal courts. Beth Heflin, Judge Murphy, and Officer Nelson contributed to this conversation. A key concern is the lack of insurance coverage for youth or family members who require treatment and cannot afford it. Another key concern is the ability to screen youth for alcohol and other drug use in a timely manner. Youth are arrested on a related charge or acknowledge their alcohol and other drug use, either a school or community setting. Options through Municipal Court, the Police Department or School District for assistance are very limited for uninsured youth and their families. WAWMCC takes this concern very seriously and will work to create options that will best address this problem.
13. **The Next WAWMCC Meeting is Wednesday February 17th at 5:00 P.M. at the West Milwaukee Community Center. The West Milwaukee Community Centre located at 1345 S. 47th Street 47th Street is a one way going north, so attendees must enter from Greenfield Avenue.**



February 17, 2010

Meeting Minutes

West Milwaukee Community Center –
1345 South 47th Street, West Milwaukee, WI

1. The meeting was convened at 5:10 P.M. by WAWMCC Coordinator Tammy Molter. In attendance were Joyce O'Donnell, Beth Heflin, Rod Nelson, Pat Sikorski, Shelly Strasser, Brian Preiss, Ron Hayward, Susan Stalewski, Karen Kolberg, Tammy Molter, and Duncan Shrout. Introductions were made
 2. January 20th Meeting Minutes were presented without comment.
 3. Community Requests and the Grant Requirements for DFC, Project Change and SPF-SIG grants were briefly described by Tammy. The purpose of this short project is to achieve the highest coordination possible among all community interests and each of the above grant requirements. The final product will be presented at the March 17th Coalition meeting.
 4. 12 Month Action Plan was described by Tammy with a focus on the Youth, Marketing, Training, and Parent Engagement Sub Committees. All Coalition members are encouraged to sign-up for one of these committees. Key elements of the plan include:
 - Increased parent engagement
 - Increased youth civic engagement
 - Implementation of youth-based assistance through police departments, city attorneys, and municipal courts focused on resource enhancement
 - Continued partnerships with the police departments, health department, school district, municipal courts, and the private sector representatives
- The Safe Ride Program and prom transportation have been added to the list of possible projects for implementation in the 2010-2011 action plan
5. The Communities Mobilizing for Change on Alcohol training originally planned for early April will be changed to accommodate key coalition members. The alternative date is May 10th and 11th. Several locations were offered and will be considered.
 6. Event Updates
 - The CAAD Winter Fest event was quite successful with over 400 parents and youth in attendance. Tammy was able to deliver a brief message regarding WAWMCC and its growing efforts to reduce and prevent youth and young adult ATOD use and abuse. Officer Nelson made his pitch for a CAAD-like coordination of summer-time youth events focused on alcohol and drug-free events. These events could be in several

locations over the summer that would represent safe and healthy circumstances for children and youth.

- The Youth Advisory Council Parent Reception is tomorrow night at Parkway Community Center from 7:00 P.M. until 8:00 P.M. Twenty-thirty parents are expected.
- DFC Project Officer Olivia Shockey will visit West Allis, West Milwaukee and WAWMCC on April 21st and 23rd. The plan at this time is to include a town hall meeting on April 21st at 7:00 P.M. as a feature of Ms. Shockey's site visit. The town hall meeting would focus on the Parents Who Host campaign aimed at the parents of prom attendees.

7. Karen Kolberg indicated the selection of Coalition Website and Logo Update firm was to be announced at this meeting. Because the selected firm, one of three considered, is not located in either West Allis or West Milwaukee, a more extensive search of local firms will be conducted at the suggestion of Brian Preiss. It is hoped that a final decision will be made during the week of March 1, 2010. The three firms interviewed and considered to date have moderate to extensive experience in:

- Website Content Management System and Training
- Web hosting
- Logo and website design

Additionally each considered firm:

- Submitted a price and content proposal
- Provided a list of references and
- Stated that the project would be completed by March 31, 2010

8. Tammy provided an update on the DFC 2010-2011 Renewal Application to be submitted by Monday February 22, 2010.
9. The Guiding Principles continue under development and will be presented in the near future.
10. **The Next WAWMCC Meeting is Wednesday March 17th at 5:00 P.M. at the West Allis Central High School. The specific location will be provided with the meeting agenda.**



March 17, 2010

Meeting Minutes

Central High School
8516 W. Lincoln Ave, West Allis, WI

1. The meeting was convened at 5:10 P.M. by WAWMCC Coordinator Tammy Molter. In attendance were: Beth Heflin, Rod Nelson, Pat Sikorski, Shelly Strasser, Ron Hayward, Judge Paul Murphy, Karen Kolberg, Tammy Molter, and Duncan Shroul. Introductions were made.
2. February 17th Meeting Minutes were presented without comment.
3. Selection of Coalition Website and Logo Design Firm was announced by Karen Kolberg. MGI Communications, N56 W13585 Silver Spring Dr., Menomonee Falls, WI is the selected firm. Four firms were considered with experience in:
 - Website Content Management System and Training
 - Web hosting
 - Logo and website designA rubric was created to score all proposals with MGI Communications achieving the highest score.
It was suggested by Ron Hayward that the final logo design be brought to the Coalition for comments before its public display. This will be done.
4. Event Updates
 - YAC Parent Reception Update was held February 18th at the Parkway Community Center. Thirty-five people attended: 7 parents, 13 youth, and 15 WAWMCC staff members and consultants. The purpose of the event was to gain parental opinions and insights regarding reduction or prevention of youth and young adult ATOD use and abuse through a survey administered at the event. Among the parents in attendance, the strategy that was deemed most helpful was large group meetings with parents and youth in attendance.
 - The 1st Annual Pre-prom event April 19, 2010 will be held at West Allis Central High School from 7 to 8 P.M. for parents and prom attendees co-sponsored by WAWM School District, WAPD, and WAWMCC. The purpose of the event is to acquaint parents and youth with a number of relevant programs related to the reduction and prevention of underage drinking including:
 1. Tales From the Prom
 2. Party Patrol
 3. Parents Who Host Lose The Most Program

4. The WAPD Concerned Parent Program
5. mPower Line

It was suggested that parents and youth be reminded that this is the 1st Annual event; the 2011 event will be held at Nathan Hale High School. Participants will receive a \$10 reduction in their prom ticket. Additional suggestions were made regarding presentation enhancements including a crashed auto currently impounded by the WAPD.

- Spring into Action will be held Thursday April 29, 2010 at Nathan Hale High School. A number of events including booths and two guest speakers, Steve Sawyer from New Vision Wilderness and Miss West Allis Hillary Collandra, will be available during the evening.

5. Drug Free Communities Site Visit Update and Planning: Ms. Olivia Shockey, Drug Free Communities Project Officer will visit WAWMCC in April 2010. Her itinerary will include the following:

- Coalition Meeting – April 21st. Ms. Shockey will make a presentation regarding successful DFC grantees.
- Meeting with key coalition members – April 23rd

6. Training Update:

- Community Anti-Drug Coalitions of America (CADCA) under contract with the national DFC program is providing three training sessions for new grantees the first of which was February 22-26. Tammy noted that Coalition leaders that participate in these week long training events are more successful than leaders that do not attend Leadership Training.
- Communities Mobilizing for Change on Alcohol (CMCA) training will be held Monday and Tuesday May 10th and 11th at Summit Place. This training, a nationally recognized program, will feature the creation of specific plans for CMCA implementation in West Allis and West Milwaukee. Trainers from the Youth Leadership Institute will provide the two day training. Coalition members from other coalitions in southeastern Wisconsin have been invited to attend the training also. Tammy asked that all interested Coalition members make certain that they have registered for this training.

7. Sub-Committee Meeting Schedule: Tammy will contact the members of the Youth Engagement and Marketing Committees to arrange for the initial meetings of these committees.

8. Guiding Principles and Grant Requirements and Community Requests Update: Tammy stated that the development work on these items is continuing. In addition, Tammy continues to interview community members. The next report on this item will be at the May 19 Coalition meeting.

The Next WAWMCC Meeting is Wednesday April 21st at 5:00 P.M., at the West Allis Police Department Substation, 6900 West National Avenue.