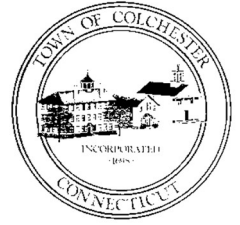




# Colchester Youth & Social Services

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**Colchester Youth  
First Coalition**

The Youth First Coalition is charged with the mission of promoting the social, emotional, and physical health and well-being of Colchester Youth. The coalition does this by 1) Advising and making recommendation on overall policy and program direction for the Youth Services Bureau, and 2) Developing culturally competent substance abuse prevention initiatives and increasing public awareness of the prevention of substance abuse.

## Youth FIRST Coalition Meeting Minutes

January 5, 2022 – 05:45 pm – 06:30 pm Zoom Meeting

### MINUTES

**MEMBERS PRESENT:** Chair Russell Melmed, Carol Wikarska, Anne Marie Maffuid, Samantha Van Zilen

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Charity Benedict, Valerie Geato, Lauren Lorincz, Dave Koji, Rosemary Gignac, TJ (WJJMS Student)

#### **1. CALL TO ORDER**

Chair Russell Melmed called this meeting to order at 05:37 pm.

#### **2. ADDITIONS/DELETIONS TO AGENDA**

None.

#### **3. CITIZENS' COMMENTS**

None.

#### **4. REVIEW AND APPROVAL OF PREVIOUS MINUTES**

Minutes of the November and December 2021 meetings were presented for review and approval.

**Motion by:** S. Van Zilen

to approve the minutes of November and December 2021, as presented.

**Second by:** A. Maffuid

**Vote:** Unanimous to approve.

#### **5. DISCUSSION OF RESOLUTION RUN**

- a. Val and Charity shared that about 116 runners participated. Several coalition members volunteered on the day of the event. Youth Services is waiting on invoice from the Timing company. Final numbers for expenses and profit will be shared at the next meeting in February.
- b. Val shared that we will need to purchase new lawn signs and a banner next year as the current signs are getting worn out and there are not enough lawn signs.
- c. Charity shared that next year's race should begin planning sooner
- d. Val would like to see more time spent on marketing the race next year and we should consider doing radio ads
- e. TJ asked what the funds are used for and Val answered that funds are used for upgrades to the Youth Center, fees for youth programs for income challenged families and a scholarship for a Youth Action Council Senior who has shown leadership qualities. Funds will also be used to support the sustainability of the coalition through media and marketing costs.

#### **6. SUB COMMITTEE UPDATES**

- a. Russ reviewed the Data Committee work that is occurring to update the SERAC Youth and Community Surveys for this year's administration.
- b. Board of Education approval is needed for the survey administration. Charity and Val have a proposal for the BOE and it should be on the next BOE meeting agenda. Coalition members can attend virtually to express support.
- c. Charity reviewed the work of the School Sub Committee which is planning for the Mental Health Awareness week at Bacon and WJMS February 7-11. Discussion occurred about the concern with rising COVID case numbers and whether an in person community conversation for parents and youth is wise at this time. Alternatives for sharing a presentation from NAMI with the students during school hours were discussed. TJ suggested the Work Shops period at WJMS would be a good time for students to view a recorded presentation. Bacon has a short advisory once a month, so it might need to be emailed to students at Bacon instead of shown during a class period. Val suggested we engage the guidance department to deliver the presentation to groups they would already be meeting with as part of regular curriculum.
- d. Dave reviewed the work of the Marketing Committee and showed examples of brochures and flyers that are being created to help spread the word on coalition work and prevention messaging. Val and Russ provided positive feedback on the Marketing pieces created so far and the campaigns planned.
- e. Charity shared that the Education & Training Committee will have the first meeting January 18<sup>th</sup> to begin planning the Community Mental Health Awareness Day in May.

#### **7. VOTE ON CREATION OF AD HOC COMMITTEE FOR DATA AND EVALUATION**

Due to time constraints, the creation of the Ad Hoc Data and Evaluation Sub Committee was tabled from the December meeting

**Motion by:** S. Van Zilen

To approve the creation of the Ad Hoc Data & Evaluation Sub Committee

**Second by:** A. Maffuid

**Vote:** Unanimous to approve.

#### **8. DISCUSS MARKETING & MEDIA COMMITTEE PROCESS FOR REVIEW OF MATERIALS**

- a. Dave discussed importance of all materials created by various committees using the same brand standards for font, color and overall look of the pieces.
- b. Miranda Creative will provide some templates and the Marketing Committee will also make templates available to the other committees through Google Drive. Marketing Committee is also available to review anything as needed.

- c. Dave will provide all members with instructions on downloading the Gibson family of fonts to Microsoft and Canva and is available to walk anyone through it if necessary.

#### **9. REVISION OF BY-LAWS**

No progress has been made on this issue, motion to table to next meeting.

**Motion By:** S. Van Zilen

To table discussion of By-Law Revisions to next meeting

**Second By:** A Maffuid

**Vote:** Unanimous to approve.

#### **10. NEXT STEPS**

1. **Charity:** Confirm date for Board of Education agenda item to approve SERAC Survey and notify coalition members – *completed*.
2. **Charity:** Follow up with Jennika to check status of edits to SERAC Surveys – *completed*.
3. **Dave:** Marketing Committee will provide Google Drive access to templates to coalition members.
4. **Dave:** Will provide instructions to Charity to send out to Coalition members to download Gibson font to Microsoft and Canva – *completed*.
5. **Charity/Russ:** Will review By-Laws and needed changes.
6. **Charity:** Will follow up with Selectman's office on BOS Agenda item to confirm new Board members Lauren and Dave – *completed*.

#### **11. CITIZEN'S COMMENTS** None.

#### **12: ADJOURNMENT**

Chair Melmed adjourned meeting at 6:40 pm.

#### **NEXT MEETING**

February 2, 5:30 pm, Zoom