

**Baraga County Communities That Care Executive Committee  
Meeting Minutes May 31, 2017**

**Present:** Carrie Rich, Cindi Parker, Eric DeMink, Sherrie Larson, Chris Lynum, Char Spruce, Kim Hendricksen

**Absent:** Pam Dove

Topic	Discussion	Follow-Up
Agenda	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
Meeting Minutes	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
BBBS	<ul style="list-style-type: none"> <li>Not covered at this meeting. This is TBD depending on Data release and Program Development going forward.</li> </ul>	<ul style="list-style-type: none"> <li>Nothing at this time</li> </ul>
Recover and Intervention Round Table	<ul style="list-style-type: none"> <li>Briefly reviewed the Contact List and there were a couple of changes mentioned.</li> <li>This was not covered at this meeting. This is TBD dependent on the executive team and the Agenda items needed – see follow up.</li> </ul>	<ul style="list-style-type: none"> <li>Executive team to come up with Agenda items and flesh out topics to be covered.</li> <li>Once Agenda is created Carrie will set up the meeting time and place and send out the email invitation.</li> <li>Carrie would like the Roundtable set up in June / July, but needs a full agenda with information that will be covered ahead of time to send out with the invitations.</li> <li>Need to make sure we have a set of actionable steps that show we mean business</li> </ul>
Upcoming Community Events	<ul style="list-style-type: none"> <li>Trout Fest was reinstated via email and discussed and touched on to see if anything else is needed for Kevin to put up the booth. It appears everything is ready with the exception of picking up the Drunk goggles from Dial Help and the “shape” ball from Chris Lynum.</li> <li>Fourth of July parade, we are going to walk in the parade and hand out something. The two things discussed are to use the bracelets from the Dodgeball tournament OR possibly get fidget spinners with CTC engraved on them somehow!?!?</li> <li>Asking Tribal Council for funds to help pay for handouts at the parade.</li> <li>Since the parade theme is Super Hero’s, see if the kids will dress up as they are walking in the parade.</li> </ul>	<ul style="list-style-type: none"> <li>Eric to pick up Drunk Goggles from Dial Help.</li> <li>Chris to get the Shape ball to Eric / Kevin.</li> <li>Eric to make sure CTC is signed up to walk with a Banner / people in the 4<sup>th</sup> of July parade.</li> <li>Chris / Sherrie to get sign-ups for kids to walk in the parade. Also ask if they will dress up as SuperHero’s??</li> <li>Kim to look into the cost of fidget spinners and to contact the Tribal Council for a grant to pay for them – or any handouts for the parade and going forward.</li> <li>Order for SOMETHING needs to be placed by Mid-June for the 4<sup>th</sup> of July parade.</li> <li>Look into cost of candy to hand out as well.</li> </ul>
Old Business	<ul style="list-style-type: none"> <li>Dodgeball Tournament – New Date is TBD. We did not address at this meeting.</li> <li>Community Readiness Survey (CRS) potential participant list has been sent to Gery and we are waiting on further direction</li> <li>Office space in the hospital for Coordinator is not available anymore. New space is being determined. We can keep storage there until we move spaces.</li> <li>CTC Calendar has been updated and is live for anyone to see.</li> <li>Carrie is challenging the Chairs to keep AT LEAST 3 months of meeting dates and times active on the calendar all the time. This is so volunteers can be directed to workgroups as they join in. Earning Mindshare.</li> <li>Master Volunteer List is updated with the info we have. We talked about the Above The Influence (ATI) sign-up sheet and how we want to add that into</li> </ul>	<ul style="list-style-type: none"> <li>Planning for Fall tournament to begin in July. Assignments to be handed out at that time.</li> <li>Carrie / Katie working on new office location for Coordinator</li> <li>ALL CHAIRS need to keep up on meeting times and reporting to Carrie to be loaded on the CTC calendar.</li> <li>Carrie and Eric to set up a time to do the State Mandate training – maybe in July?</li> <li>Carrie to work with Chris on the Master Volunteer List to see who is still viable on the Above The Influence list and combine them with names that are valid.</li> <li></li> </ul>

	<p>the Master Volunteer List. The ATI sheets are over 2 years old and have children on them.</p> <ul style="list-style-type: none"> <li>• All new volunteer lists to be given to Carrie after the event so she can contact them and add them to the Master List.</li> </ul>	
New Business	<ul style="list-style-type: none"> <li>• Discussed Pretzel Necklace sales and if it is appropriate or not for the image we want to portray. If connected to an event where alcohol is the main attraction, not ok. If sold at an event where alcohol can be purchased, but it is not the main attraction, possibly ok. Could be a good talking point and a way to reach out to people we may not have contacted before.</li> <li>• Briefly touched on the “packet” of info given to everyone. These are all areas of “housekeeping” we need to do as a group to make things go more smoothly in the long run.</li> <li>• 1. Meeting Minutes – Style / who’s responsible for each workgroup / Naming convention used / How we load online / When Minutes are approved, etc.</li> <li>• 2. Agenda’s - Style / who’s responsible for each workgroup / Naming convention used / How we load online / When Agenda is posted before the meeting</li> <li>• 3. Workgroup Binder and contents</li> <li>• 4. Event Binder and contents</li> <li>• 5. Event List for the Next 2 years</li> <li>• 6. Event Timeline (Basic)</li> <li>• 7. Website Updates / Suggestions</li> <li>• Snapchat Account discussed and approved to open by the Executive Committee</li> <li>• Talked about Scribes / Note Takers at each meeting and who is responsible. This needs to be decided in each work group</li> <li>• Upcoming Trainings – TBD</li> </ul>	<ul style="list-style-type: none"> <li>• ALL CHAIRS – Next Executive Meeting we will be voting on the things in the packet. Please be ready to discuss and make decisions.</li> <li>• Carrie to look into setting up a Snapchat account. Get with Pam Dove to discuss rules on this.</li> </ul>
Data Workgroup	<ul style="list-style-type: none"> <li>• Meeting weekly to compile the data into a usable format to present.</li> <li>• Didn’t meet this week due to Holiday.</li> <li>• Still working on presentation and findings – could be 3+ more meetings to finish up.</li> <li>• Discussion about the 1<sup>st</sup> people notified – Key Leaders or Community Board. Carrie to follow up with Gery on this.</li> <li>• Have not contacted the schools or key leaders to set up a meeting date to review yet because they don’t know when they will have the data finalized.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to meet weekly until data and presentations are complete.</li> <li>• Cindi to check on dates to meet with each of the schools.</li> <li>• Carrie to follow up with Gery on the first people to review the data – key leaders or community board</li> <li>•</li> </ul>
Resource Workgroup	<ul style="list-style-type: none"> <li>• No report.</li> <li>• Kim is going to try to set up Resource Workgroup meetings for Wednesdays</li> <li>• Sandra L. is not interested in being a chair, but maybe a possibility of being on the workgroup.</li> <li>• Alex Mayo is interested in chair position. Carrie to get her the Chair Responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>• Carrie to clarify chair position.</li> <li>• Send Kim and Alex Chair Responsibilities</li> </ul>
Youth Involvement Workgroup	<ul style="list-style-type: none"> <li>• They are still engaged in wanting to Beautify Baraga. BHS Students have contacted Chris for an additional meeting to talk about what can be done over the summer.</li> <li>• BHS Students also want to meet over the summer as</li> </ul>	<ul style="list-style-type: none"> <li>• Chris to work with the youth regarding a table set up in the fall – for Dodgeball</li> <li>• Chris to look into resources for the teens to meet up over the summer.</li> <li>• Chris and Sherrie to talk to them about Beautifying</li> </ul>

	<p>well – Chris to set up a meeting place for the month of June on Thursday nights to see if it is a go or not.</p>	<p>Baraga</p> <ul style="list-style-type: none"> <li>Chris and Sherrie to get volunteers to walk in the 4<sup>th</sup> of July parade.</li> </ul>
Community Outreach and Public Relation	<ul style="list-style-type: none"> <li>Pam is currently the chair for two workgroups and is looking to step down from one. Possibly this one as Suicide prevention would take someone with a special background.</li> <li>Snapchat account approved by Exec. Committee</li> <li>Waba A. to potentially be the next chair for this workgroup. Carrie to send Chair responsibilities to her.</li> <li>Waba contacted us to work with the Tribe on Community Movie Nights downtown L’Anse. Exec. Committee Agreed and flyers have been created and put online.</li> </ul>	<ul style="list-style-type: none"> <li>Carrie to work on getting possibilities for a new Chair and reaching out to them. – Possibly Waba A.</li> <li>Need to get a list of dates for the Movie Nights to put on the Google Drive Calendar</li> <li>Carrie to set up Snapchat account</li> </ul>
Fundraising Workgroup	<ul style="list-style-type: none"> <li>Dodgeball tournament’s on hold</li> <li>Eric has a new workgroup member to reach out to. Amy P.</li> <li>Had a meeting but no one showed up.</li> <li>Found out about some grant possibilities – 120K over 10 years. Eric to get info to Carrie</li> <li>Been hearing from the community that they want another Neon Nights</li> <li>Need Funding Ideas!!!</li> </ul>	<ul style="list-style-type: none"> <li>Eric to send Carrie info on Grant Possibilities</li> </ul>
Maintenance Workgroup	<ul style="list-style-type: none"> <li>Maintenance meeting was postponed due to figuring out conference call capabilities. Rescheduled for June 5<sup>th</sup>.</li> <li>Received more direction from Gery on what the Maintenance workgroup should be working on.</li> </ul>	<ul style="list-style-type: none"> <li>Once Exec Committee determines new housekeeping directions, Carrie will meet with Char to review the items she has started that will be talked about.</li> </ul>
Suicide Prevention Workgroup	<ul style="list-style-type: none"> <li>No Report (Pam not here)</li> <li>Carrie filled in blanks about the direction that is being decided for the Suicide Prevention Walk Event. All TBD at this point.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Coordinators Report	<ul style="list-style-type: none"> <li>Carrie reviewed the info from her training in Marquette. Will try not to step on toes going forward.</li> <li>Workgroup Meeting times need to be at least 3 months out – Reasons for this is to encourage recruitment and help plan time spent so we avoid burnout.</li> <li>Reviewed briefly the “packet” of info and what has been created versus what still needs to be decided.</li> <li>Brought up the Key Leaders and when we need to plan the next meetings for them. - TBD</li> </ul>	<ul style="list-style-type: none"> <li>ALL CHAIRS – come to the next meeting with a list of events you want to keep vs. what we don’t want to keep and reasons why.</li> <li>ALL CHAIRS – Come to the next meeting with “packet” info ready to vote on.</li> <li>ALL CHAIRS – continue keeping Carrie updated with Meeting dates / times / locations as they get scheduled.</li> <li>ALL CHAIRS – additional time is needed to get the whole coalition organized and doing things the same way. It is temporary.</li> <li>Carrie to send out Workgroup Responsibilities to all Chairs</li> <li>Carrie to send out Executive Committee Sheet with all Chairs / Co chairs / Vice Chairs listed.</li> <li>Carrie to follow up with email about the misc. things that we glide over in the minutes that do not have an answer.</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>Assigning scribes for each workgroup – usually Chair or vice chair</li> <li>Lending Library rules – who is in charge?</li> <li>Giveaways – what we have versus what we need?</li> </ul>	<ul style="list-style-type: none"> <li>All of these need to be addressed at the next Exec. meeting</li> </ul>
Next Meeting	<ul style="list-style-type: none"> <li>All meetings are being updated on the Google Drive Calendar and linking to the website.</li> </ul>	<ul style="list-style-type: none"> <li>Executive Board Meeting: June 14, 10 am, BCMH Cafeteria Conference Room (be prepared for a 1.5</li> </ul>

		<p>hours meeting)</p> <ul style="list-style-type: none"><li>• Community Board Meeting: July 20<sup>th</sup>, 6pm, BCMH Conference Center</li><li>• Data Workgroup: Every Monday Night, 6PM, Baraga Lakeside Inn</li><li>• Resource Workgroup: TBD</li><li>• Youth Involvement Workgroup: June 5<sup>th</sup>, 11am Baraga High School</li><li>• Community Outreach and PR: June 20<sup>th</sup>, 9am, Conference Call</li><li>• Fundraising Workgroup: June 27<sup>th</sup>, 6pm, Pizza Shack in L'Anse</li><li>• Maintenance Workgroup: June 5<sup>th</sup>, 10am, Conference Call</li><li>• Suicide Prevention Workgroup: June 29, 9am, BCMH Conference Center</li><li>• Suicide Prevention Walk Meeting: June 22, 9am, BCMH Conference Center</li></ul>
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Respectfully submitted by: Carrie Rich