

**Prevention Committee Meeting  
Minutes  
March 13, 2015**

Members Present: Bobbie J. Boyer, Lawrence Calloway, Mary Haag, Emily Krynock, Hope Taft, Craig Comedy

Staff and Guests Present: Amanda Ferguson

Members Absent: Jim Ryan, Kevin Rigby, Molly Stone

### **Opening Activities**

#### Minutes

Minutes from the 1/9/15 meeting were reviewed and approved.

#### Announcements

Craig shared his experiences from the recent Gambling Conference and the committee had a brief discussion of gambling related matters.

### **Director Updates**

Amanda shared with the committee that the Governor's office had made several appointments to the Board. These included the reappointments of Robb Yurisko and Billy Barclay as well as the new appointments of Alex Bishara, Tamie Sullivan and Wendy Haynes-Britton. The committee discussed the current prevention seat holders identifying that both Hope Taft and Debbie Thompson were eligible for reappointment when their terms expire.

Amanda shared that IC&RC recently expanded the Job Analysis for the Prevention Examination by adding knowledge and skills to each task statement. She asked that the committee begin their review of the Prevention Education Definitions at their next meeting and that they also in conjunction look at the new JA for possible adjustments.

### **Marketing Planning**

Bobbie led the committee in the further review and discussion of a draft Marketing Plan for the OCPSA. The committee recommended several word changes to the action goals in the document. The committee discussed the desire to set a marketing goal to double the number of OCPSA grantees from FY14 figures.

The committee then discussed the need to add a question to the prevention formal applications which asks applicants to indicate their work setting. The answers to these questions will be used to track marketing results. The committee further identified the menu of answer choices for this question. Amanda will craft an application question with answer choices for the committee's review at its next meeting.

The committee reviewed the draft marketing flyer created by Kevin. The committee loved the layout design. Committee members were asked to review the document's content and submit revisions to Kevin.

Follow up items:	Person responsible	Target date
1. Update the Marketing Plan for OCPSA	Bobbie	5/1/15
2. Draft Application Question regarding work setting	Amanda	5/1/15
3. Review content of Marketing flyer	Committee	5/1/15

## Work Plan Progress 2015 Review

### Workforce Development

The committee reviewed the content of this section and made minor edits.

Follow up items:	Person responsible	Target date
1. Incorporate edits into work plan	Emily	5/1/15

### Marketing

The committee identified tasks items which had been completed and discussed target dates for incomplete items.

Follow up items:	Person responsible	Target date
1. Incorporate edits into work plan	Emily	5/1/15

### Legislation/Rule

Amanda shared that she is hopeful that Representative Sprague will incorporate the IC&RC language changes and the OCPS name changes into the budget bill. If so, these changes would take effect this summer. She further stated that the Gambling rule changes will take effect 3/22/15.

The committee identified tasks items which had been completed and discussed target dates for incomplete items.

Follow up items:	Person responsible	Target date
1. Incorporate edits into work plan	Emily	5/1/15

### Partnerships

The committee reviewed documents Jim had provided of potential partners and recommended several additions. The committee began the process of identifying which relationship elements it wished to establish with the identified partners. The committee will continue this discussion at a future meeting.

Follow up items:	Person responsible	Target date
1. Continue discussion of partners and relationship elements	Committee	5/1/15
2. Send Partner documents to committee	Jim	5/1/15

The meeting adjourned at 4:00pm. Next meeting date: 5/1/15