

DFC Meeting

Date: January 17, 2013 (Thursday)

Time: 3:30PM-5:30PM

Location: Asian American Recovery Services (AARS) South SF Office

Attendance: Athila, Bassam, Edith, Ingrid, Irene, Kelli, Ken, Martin, Sharon, Sunjung

Color Key: **Green**= Project Coordinator's Task;

Yellow=Important Information;

Turquoise=Sector Rep Task

I. Sign-In / Check-In

- a. Icebreaker

II. Fiscal Agent (AARS) Updates:

a. Staffing Changes

- i. NCPP/DFC Project Coordinator: Athila
- ii. Health Educator: Ingrid

b. DFC New Grantee Meeting Report-Back

III. Sector Member Roles for this Year

- a. Steering Committees: Law Enforcement, School, and...(TBD)
- b. Support Sectors: Youth, Media, Health Care, Business, Parent, Youth Serving Organization, Substance Abuse Organization, State and Local Government, Civic Volunteer, Religious Fraternal

IV. DFC Reporting Requirements and Evaluation

a. COMET report originally due Feb 11th

-Extension to Feb 28th

b. Must submit survey that includes Core Measures data

-to be piggybacked on CA Healthy Kids Survey in SSF

V. Action Steps for February Meeting

a. Date: February 26, 2013 (Tuesday)

b. Time: 9AM-10:30AM @ AARS Conference Room

c. Does anyone want to host the next NCPP meeting at their agency/site?

-Why? Because it gives the opportunity for the coalition to get more familiar with the work of our sector members.

X. National Coalition Academy Trainings

- i. What it is about: Participation in the National Coalition Academy (NCA) is required for all Year 1 grantees. The NCA combines three weeks of classroom training plus distance learning and access to a web-based workstation. Here's what you can expect during the face-to-face training.
- ii. Website: http://www.cadca.org/trainingevents/training_coalitions/national-coalition-academy
- iii. Dates: March 11-15, June 10-14, September 9-13
- iv. Who wants to go?

-Project Coordinator required to attend

1. Irene will ask Alejandro Hogan if she can attend

v. Next Meeting: Athila will give a more detailed overview of NCA trainings to NCPP Coalition

XI. NCPP General Meeting Dates 2013

a. Last Tuesday of every month for rest of 2013

b. Time: 9:00AM-10:30AM

c. Dates:

- i. February 26, 2013
- ii. March 26, 2013

- iii. April 30, 2013
- iv. May 28, 2013
- v. June 25, 2013
- vi. July 30, 2013
- vii. August 27, 2013
- viii. September 24, 2013
- ix. October 29, 2013
- x. November 26, 2013
- xi. December: no meeting
- xii. January 2014, will have extended meeting

d. Coalition members: Are you interested in and able to host a future NCPP meeting at your agency/site? Please email to let Athila know

XII. Communities Mobilizing for Change in Alcohol (CMCA) Training

- a. Option to have a 2-day or 6-day training
- b. What dates for training?
 - 2 day training is 8 hours per day for 2 consecutive days
 - 6 day training is 8 hours per day for 3 sets of 2-day trainings over a span of a few months
- c. Who will develop flyer? Etc.
 - Once details are finalized, Athila will provide information for anyone who may want to take the lead with creating a flyer to advertise the upcoming CMCA trainings
- d. Training discussion tabled for Feb 2013 meeting. Athila will ask YLI what a 2-day and 6-day training agenda looks like.

XIII. Capacity Building: Outreach and Retention

- a. Sign-Up to: write a letter, make a call, meet with ..., invite to next meeting
 - i. Youth: Irene
 - ii. Parent:
 - iii. School:
 - iv. Media: Ken
 - v. Business:
 - vi. Health Care:
 - vii. Civic/Volunteer:
 - viii. Law Enforcement:
 - ix. Religious/Fraternal: Irene
 - x. State/Local Government:
 - xi. Substance Abuse Organization:
 - xii. Youth Serving Organization:
 - xiii. SSF Rec. Department will send representative(s) for future NCPP meetings

XIV. Evaluation and Data Collection

- a. What is important to you?
 - Based on discussion with Marty (DFC Evaluator) about what kind of additional data the coalition may want to collect outside of the required Core Measures data
- b. Tabled topic for Feb 2013 meeting

XV. Upcoming Birthdays

- a. January 2013
 - i. January 23: Edith
 - ii. January 27: Sunjung
- b. March 2013
 - i. March 17: Athila
 - ii. March 26: Ken
- c. April 2013

- i. April 26: Marty
- d. June 2013:
 - i. June 29: Sam
- e. July 2013:
 - i. July 28: Ingrid
- f. October 2013
 - i. October 25: Kelli
- g. November 2013:
 - i. November 9: Sharon

XVI. Questions, Comments, Concerns?

XVII. Meeting Adjourned @ 5:30PM