



RISAPA Coordinator's Meeting Buttonwoods Community Center

May 7, 2014 11:00am – 12:00pm

Minutes: Jennifer Wall

AGENDA:

Guest In Attendance: Elizabeth Kretchman (BHDDH), Anna Meehan (BHDDH), Linda Barovier (BHDDH), Shannon Spurlock (RIPRC), Karina Wood (Tobacco Free RI)

Prevention Coordinators In Attendance: Kathleen Sullivan, Gaby Abbate, Vernia Carter, Danny Nesmith, Terri Censabella, Pam Shayer, Jennifer Wall, Laura Hosley, Patricia Sweet, Rebecca Elwell, Nancy DeNuccio, Ben Ellcome, Kathy Yeager, Diane Dufresne, Ray Davis, Erika McCormick, Heidi Driscoll, Patricia St. Amant, Lisa Carcifero and Chris Creech (substituting for Providence).

** Denotes any task that needs to be done or highlights a decision made*

11:15am- Prevention Professionals & RISAPA Coordinators Meeting

1) Brief Introductions

- Elizabeth introduced the Partners for Success Grant Coordinator, Linda Barovier, who was a coordinator for Chariho for many years.

2) BHDD Report- Elizabeth Kretchman and Anna Meehan

- BHDDH also hired Doreen King as the Partners for Success administrative assistant.
- Elizabeth has been attending numerous town hall meeting and events across the state. ***Reminder to everyone, that people within the department might be interested in attending these events, so let Elizabeth know. Invite Craig for opening remarks. Highlight that BHDDH funds the initiative. Send info to RIPRC.**
- Discussion about what is the best way to inform Elizabeth of upcoming events? Should it be a monthly form? Or something less formal? Vernia stated that she stopped inviting BHDDH because no one ever showed up, replied or

showed any type of interest. Elizabeth replied and said that BHDDH would like to know, they have busy schedules but if given some advanced notice, they might be able to attend or at least would like to be given that option. Jen suggested that we use the RIPC to be less cumbersome on all and so that everyone knows what is going on. Group came to consensus that this is the best route to go.

- Shannon went over what is appropriate versus what is not appropriate to list as announcements on the RIPC site. Appropriate posts include: anything policy related, trainings, fundraisers and events that are prevention related. Inappropriate posts include: trying to sell products, book signings, those sort of things.
- Shannon also discussed that the RIPC just finished creating and installing a small, easy, short on-line form that you fill out to promote events through the Resource Center. If space at your event is an issue, you can specify that on this form so feel free to promote everything in order to keep people in the loop.
- Elizabeth gave a case example of an event that was recently held by some prevention coordinators at Amica that no one from BHDDH knew about. It's important to create saturation of what we are doing as prevention coordinators.
- *Ray raised issue about one way that BHDDH could offer support on certain issues, such as having a centralized place to dispose of take back drugs.
- Rebecca mentioned that we are being forced to use a tool to report info on what we are doing through PBPS, but that this tool isn't helpful. Elizabeth agrees. PBPS has a lot of flaws. BHDDH is in the process of looking at a new tool and working with KIT solutions. Problem is funding. With PFS grant, this might be possible. Looking at new platforms. Catering it to what prevention coordinators needs are. *Might have a demo site that presents to us and asks for feedback.
- *Reminder to everyone that data needs to be entered into the PBPS system monthly. **In order for BHDDH to approve the 2014-2015 RISAPA funding applications, PBPS needs to be up to date.**
- Nancy suggested that in order for BHDDH to be able to advocate for us, they do need updated info about what we do.

- Diane asked if BHDDH has a copy of the one page documents. Useful tool. *Jen offered to scan them all in and send to BHDDH. *Erika said she would send Jen Scituate's updated one pager to be included in that document.
- **Anna sent out the new 2014-2015 application for RISAPA funding this morning via email. Due June 9th.** Send to Anna electronically but if need be, can send via mail. Vernia suggested that it would've been helpful to have had this earlier to that we could have all reviewed it. Anna apologized, and said that BHDDH just finished it.
- Nancy inquired about lapse over the summer in regards to invoices and getting paid. Elizabeth said that fiscal uses summer to close year end and needs that time. This probably won't change. However they have discussed moving things along more quickly. *She suggested to all coordinators to: get PBPS up to date; get RISAPA application for funding in; and complete an invoice ASAP in order to move things along more efficiently.
- Kathy asked if someone could summarize what the major changes to this year's application are. *Anna responded with the following: must list what the CSAP and IOM categories are because money has moved into block grant and the fed's need that information; must have prevention certification of an APS or higher certified by Dec 31, 2014 (unless you are a brand new coordinator and a corrective plan of action is created); must have tobacco related activities to report out on and meet SYNAR requirements as discussed at our last meeting by Bette; break down budget forms into federal and state dollars; send all invoices to Stefania.
- Anna is available for any questions, comments. Feel free to contact her.

3) Linda Barovier Report

- Still finalizing reward amounts for each PFS community selected based on need. Just started the job position on Monday. Will be in contact with coordinators as soon as possible.
- No RFP or Letter of Intent from communities are needed. Can go into direct negotiations with cities/towns. It will start with a phone call; then a meeting between coordinator, Linda and other city/town people, at which point in time budgets and scope of work will be discussed.

4) Shannon Spurlock, JSI Prevention Resource Center

- Prevention Certification test. Offering training on May 27th to anyone who wants to be present. First come, first serve. Half day training. Includes info about new domains that they are testing on.
- Ethics course is a free, easy way to obtain hours.
- June 10th, face to face training occurring which more information will be sent out on.
- Ethics training. Several coordinators stated that they need clarification on who has to take the Ethics training for recertification, how often and who doesn't. *Shannon will follow up about what the standard looks like and let everyone know. A suggestion was made this if Ethics needs to be taken every 2 years, it should be offered more frequently and at different levels.
- Took our feedback, and made website easier to use. Password protected site will be available in June. Open to coordinators to be able to talk, ask questions, etc. Only prevention providers can be in it. BHDDH will be approving it. Create profile, etc.
- If you fill out an on-line form for technical assistance, what does the confirmation look like? Shannon said that we should receive an email back within two business days. There was a disconnect with the new system and kinks are being worked out.

5) Karina Wood- Tobacco Free RI

- Everyone at statehouse is saying they are going to try to wrap up the session by mid June. Things are happening very fast.
- Increasing tax on cigarettes bill. 13 coalitions signed on board. Raise tax \$1 get approximately 17 million in additional revenue. Would have additional funding for prevention which very little money goes too.
- Bill that they are having more luck with is the e-cig bill. The FDA finally announced suggested regulations and there is currently a 90 day comment period. Representative Helio Mello is the key sponsor on this e-cig bill. Plan right now is to try and wrap this bill into the budget.

- *Needs us to make calls or have our constituents do so about supporting e-cig bill. Send all correspondences to Speaker of the House of Representatives Mattiello.
- Senator Jack Reed has been included in a federal report and is very supportive about e-cig. *Kathy Sullivan will email this report out for all to review.

Date of Next Meeting: June 4th. This will be our last meeting of the fiscal year.