



WV's Partnership to Promote Community Well-Being
Regular Quarterly Meeting
July 21, 2006 – Charleston Marriott
Meeting Minutes



Approved at the August 2006 Partnership Retreat

ATTENDANCE

Present

- **Partners - Official:** Joe Barker, Gus Nelson (Proxy for Don Chapman), Judy Crabtree, Michelle Foster, Debi Gillispie (Proxy for Cindy Largent-Hill), Sue Hage, Dave Harris, Helena Lee, Gig Robinson, Judith Russell, Angela Saunders (Unofficial Partner, But Proxy for Mike Lacy), Denise Smith, Bill Woodrum
- **Partners - Unofficial** (*Pending Appointment Letter from Governor's Appointment Office*): Jason Carlson, Steve Mason, Bob Musick, Brenda Thompson,
- **WVPRC Staff:** Jamie Albert, Zobeida Bonilla-Vega, Michele Bush, Wayne Coombs, Melissa Crawford, David Dodds, Nick Fry, Monica McFarland, Brenda Richards, Laura Sarver, Diane Wellman, Andy Whisman, Brenda Powell, Cathy Coontz, Bill O'Dell, Carole Sheerbaum, Melanie Jones
- **Others:** Lisa Estep-Bruer (DADA & CREATE), Anne Swedberg (MU Eval Team), Paula Flaherty (MU Eval Team), Megan Freeland (WV State Legislature Staff), Tou Lee (Central CAPT), Anu Sharma (Central CAPT), Linda Spatig (MU Eval Team), Gary Winters

Absent

- **Partners - Official:** Jean Ambrose, Andrew Gillette, Steve Heasley, Lew Holloway, Gayle Manchin, Karen Salem

ITEMS DISCUSSED/DECISIONS MADE

Call for Proxies/Call to Order/Introductions/Meeting Packet Review/Meeting Notes Review & Approval:

Partnership Co-Chair Steve Mason called for proxies and then called the meeting to order. Everyone present introduced themselves. Michele Bush highlighted the contents of the meeting packets. Everyone present reviewed the April 21st Partnership meeting notes. Joe Barker motioned to accept the notes. The motion carried.

HANDOUTS:

- *4-21-2006 Partnership Meeting Notes Draft*
- *4-25-06 and 5-22-06 Underage Drinking Prevention Workgroup Meeting Notes*
- *4-20-06 Epi Workgroup Meeting Notes*
- *6-28-06 Coordinated Planning and Subgranting Workgroup Meeting Notes*
- *6-29-06 Letter from Karen Salem, CSAP*

Election of Partnership Chair: Steve Mason informed the group that it was time to elect a chair for the upcoming year. He asked for nominations from the floor. Sue Hage nominated Mike Lacy. Gig Robinson seconded the nomination. Bill Woodrum moved to close the nominations and Jason Carlson seconded the motion. The motion passed. Mike Lacy will serve as Partnership chair for another year.

Staff Reports:

- **Subgrant Update:** Laura Sarver provided an update on the 53 subgrants. The total amount awarded was \$1,091,513 for the first 8 month grants. As of the end of May, \$168,700 had been requested and reimbursed to the subgrantees. There are several reasons why this amount is low, including slow start up, a switch in fiscal agents for several counties and some pending requests for reimbursements that are missing documentation. Gig Robinson asked for a full financial reporting at the August retreat.
- **Site Visits:** Monica McFarland reported that the site visits have begun and will be completed by October. During the visits, WVPRC staff not only meet with project staff, but project directors and fiscal officers as their schedules allow. On almost all of the site visits, local prevention partnership members attend as well. It has been discovered that many local partnerships are meeting on a monthly basis as opposed to quarterly, as required.
- **Regional Learning Opportunities (RLOs):** According to Monica, the RLO process is widely accepted by the counties. Counties report that they like the RLOs because of the face-to-face discussions and world café format.

TO DO

- **Provide full financial report at the August retreat.**

Community Development Specialists Briefing: Four of the WVPRC’s Community Development Specialists representing the four DHHR regions briefed the Partnership regarding SPF SIG RLO successes and challenges to this point.

Qualitative Evaluation Progress Overview: Evaluator Linda Spatig highlighted the contents of the Marshall University evaluation team’s latest notes from the field. Please see [HANDOUT: July 2006 Partnership Notes from the Field](#). Judith Russell mentioned that it would be valuable if the PRC could teach counties how to evaluate their local coalitions in a similar manner. While the group agreed on the value, they also acknowledged that it would be too expensive to take on such an endeavor. Sue Hage would like to see the Partnership incorporate or consider suggestions contained the “Notes from the Field” documents. Perhaps one of the workgroups would agree to take a look at this.

Alternative Priority Setting & Funding Approaches Discussion: Andy Whisman explained to the Partnership how other states have approached profiling substance abuse problems and how the Epi Workgroup has approached this in West Virginia. He presented a high need-low resource matrix as West Virginia’s planning model and provided an explanation of how to determine high need by using the Substance Abuse Well-Being Index (SAWBI). He ended the presentation by posing two questions to the group:

- 1) Given the limitations of the prevention resources data, should they be excluded from SPF SIG prioritization?

- 2) What elements of County Prevention Partnership capacity or performance in the SPF Phase I Planning Grants should be assessed for the Partnership's Phase II decision making?

Due to time constraints, the group decided to forgo the usual small group breakouts and to address these questions in one big group.

Question 1: Sue Hage moved to remove the prevention resources data from the decision matrix due to the inconsistencies in the data. The motion was seconded and discussion was held concerning the data. Bill Woodrum called for a vote and the motion passed. Based upon this decision, the Partnership is left with the 28 high need counties for consideration.

Question 2: There needs to be some rationale to pick through the high need counties for funding decisions. Wayne asked the Partners what kinds of information they would want to know in order to make decisions. Several ideas were floated, including:

- Strong coalitions
- 80% set aside for high need and the other 20% for non-targeted counties
- Phase I performance: homework, attendance, grant management, fiscal performance/responsibility,
- CDSs assessment of counties
- Self assessment by counties
- 9+1 Domain

Gig reminded the group that the decisions made now will set the stage for the next 4-5 years. He moved to send this issue to a workgroup. After discussion, it was voted to ask a combination of the Epi and Subgranting Workgroups to meet on this issue and report back at the August retreat.

HANDOUTS:

- *Print Out of Power Point Presentation Titled "The Substance Abuse Well-Being Index: A Prioritization Approach for WV's Strategic Prevention Framework State Incentive Grant."*
- *West Virginia Substance Abuse Epidemiological Profile*

OTHER HANDOUTS:

- *Share The Vision 2006 Save The Date Flyer*