

**The West Virginia Partnership to Promote Community Well-Being**  
Quarterly Meeting & WV Prevention System Retreat – Oct. 16-17, 2008  
Stonewall Jackson Resort, Roanoke, WV

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*Prepared by Brenda Richards, WVPRC*  
*Approved 1/16/09*

**Attendance:**

- **Partners:** Sgt. Michael Baylous, Don Chapman, Judy Crabtree, Steve Heasley, Mike Lacy, Bob Musick, Dr. Michael O'Neil, Gary "Gig" Robinson, Angela Saunders, Denise Smith, Brenda Thompson, Gary Winter
- **Proxies:** Debi Gillispie for Dale Humphreys, Amanda Fisher for Lew Holloway
- **Ex-Officio Partners:** Linda Ryden (on behalf of Neal Holtan), Anne McGee (Region 2 Liaison), April Miller (Region 3 Liaison), Lois Manns (4 Liaison)
- **WVPRC Staff:** Kristi Adkins, Jamie Albert, David Bailey, Lara Berry, Jo Beyer, Michele Burnside, Shamus Cleveland, Wayne Coombs, Cathy Coontz, Melissa Crawford, Roy Grimes, Ed Lanham, Carol Mangone, Monica McFarland, Carol Moscar (Day 1), Bill O'Dell, Brenda Richards, Laura Sarver, Thomas Scott, Yetty Shobo, Judy Sikula, Alisha Smith, Steven Smith, Stephanie Southall, Robin Spence, Anne Swedberg, Andy Whisman
- **Other Guests:** Commissioner John Bianconi (WV Bureau for Behavioral Health and Health Facilities), Stephanie Birchfield, Lisa Bruer (DADA) (Day 2), Susan Caperton, Carrilyn Carey, David Chairez, James Dean, Stacie Die, Lara Fox, Terry Hutson, Shari Johnson, Rev. Lee McDermott, Delegate Don Perdue, Martha Polinsky, Ginny Ramos, Kelly Shook, Linda Spatig (MU Eval Team), Carri Strunk, Eric Tissenbaum, Nancy Tyler (Counsel to House of Delegates Committee on Health), Tracy Wasinger (MU Eval Team), Linda Watson, Wendy Watson

**DAY ONE -- WV PREVENTION SYSTEM RETREAT – OCTOBER 16, 2008**

Chairman Mike Lacy called the meeting to order and welcomed everyone and thanked them for coming. He then asked each person to introduce themselves, starting first with Partners, or their proxies. Mike noted that the letters of appointment for the several new members have been received from the Governor. Chairman Lacy then welcomed John Bianconi, Commissioner for the WV Bureau for Behavioral Health and Health Facilities, and Nancy Tyler, Legal Counsel to the House of Delegates Committee on Health and Human Resources, who also assists Delegate Don Perdue, Chair of the Committee.

Next the WV PRC Community Development Specialists introduced themselves, followed by the SPF SIG Project Directors or their proxies, guests, and PRC staff.

Michele Burnside announced that during this Retreat she and Shamus Cleveland will be asking several Partners to agree to a short video interview for use at the upcoming STV Conference in November, 2008.

Chairman Lacy discussed briefly the plan for the Partnership during the upcoming months, and the purpose for holding this Retreat. In discussing future plans, Mike shared a quote he recently read: "Remembering the past, we plan for the future."

Jamie Albert provided a PowerPoint presentation regarding the Partnership and the WV Substance Abuse Prevention System Planning Retreat. He noted that the Governor was the starting point on setting up the creation of the Partnership by Executive Order No. 8-04 – WV Partnership to Promote Community Well-Being. The creation of this group allowed the Governor to invite/appoint members to come together to work in developing a comprehensive statewide plan to improve the substance abuse system. Jamie reviewed the responsibilities of each Partner as charged in the Executive Order.

Jamie stated that everyone should share the same vision and work on the same goals, noting that prevention starts at the community level and involves state agencies and outside consultants.

Dr. Andy Whisman provided a presentation titled “Accomplishments: Phase I Capacity Building and Beyond.” Andy noted that he feels the future is bright within the goals planned for the Prevention System. He reviewed the goals set during the initial planning of the Partnership, noting that there was a Strategic Prevention Framework planning model by which our State’s program was modeled. This planning model was provided by CSAP.

Fifty-three counties out of the total 55 counties in West Virginia participated in the Phase I Planning Phase. 48 of the 53 counties completed the process in Phase I. Andy reviewed various statistical information relative to past participation/work of each County Partnership. He also provided information on and review of the following: Organizational Capacity Assessment; Community Readiness Assessment; Regional Learning Opportunities (RLOs); Overall Phase I Evaluation; Transitioning to Phase II Implementation; and A Summary of Accomplishments.

Andy advised that qualitative analysis of Phase I was based on six of the counties chosen by CDS staff.

Handouts: Acronyms Used in the Presentation; County Prevention Partnership Summary sheet; A Retrospective Summary of Phase I Activities and Outputs Among the State Level Partnership, WVPRC Staff, and County Prevention Partnerships; and highlights of the PowerPoint presentation on Accomplishments during Phase I Capacity Building.

Dr. Linda Spatig, who heads up the MU External Evaluation Team, provided a presentation titled “Where We’ve Been, Where We are, and Where We’re Going” relative to the WV Partnership to Promote Community Well-Being and the SPF SIG Program.

Linda asked for persons at each table to discuss what they have in common since becoming involved with SPF SIG grants.

Linda reviewed the ABCs of the SPF SIG County Partnerships, i.e., A = *State* Partnership Planning Year (2004-05); B = *County* Partnership Planning Year (aka Phase 1 – 2006-07); C = County Implementation Years (aka Phase 2 – 2007-present).

Linda requested further discussion by each table group on four selected topics listed in the handout document titled “WV Partnership and SPF SIG: Where We’ve Been, Where We Are, and Where We’re Going.”

Topic #1 – “Based on your experiences with the WV Partnership and SPF SIG . . . , who do you believe are the ‘right’ people” to be involved in the SPF SIG Partnership coalitions, and what key tasks or events have been “important to the effectiveness of the group?”

Responses: Strategic planning at the top level and support from the community level; support from experts in the prevention fields; support from the Federal partners; support from various people connections around the State who can assist; assistance from community workers who are known to be the “worker bees” of the community; identify key stakeholders in the communities such as the youth in communities, and train them; Community Development Specialists around the State are key; find dedication from community leaders who show support and interest.

Linda provided a presentation of items identified as essential elements important to the effectiveness of SPF SIG groups that came out of processing reports from the various county evaluation sheets received by the evaluation team.

Handouts: “WV Partnership and SPF SIG: Where We’ve Been, Where We Are, and Where We’re Going;” “WV Partnership and SPF SIG ABCs.”

## LUNCH BREAK

Referring back to the discussion before the lunch break, Linda noted several studies relative to successful collaboration. These studies reinforce the findings for WV coalitions.

Linda then moved on to discussion of item #2 relating to “shared vision” and each participant’s “view” of how important it is within the Partnership coalitions. She again requested that participants at each table participate in a discussion on this issue.

Responses: There was a general group discussion of some of the findings/results from the individual table discussions. Some of the thoughts were: the major, common finding that came out of the small group discussions was that the actual name of the Partnership - WV Partnership to Promote Community Well-Being, literally states the broader vision of the Partnership which is to promote prevention on all levels. For example, the State agencies and communities must work together to promote a system to solve substance abuse problems. A vision is not something that just happens . . . .

The question posed in Item # 3 was: “In addition to getting the ‘right’ people engaged and agreeing on a vision, what other factors do you believe are key to your coalition or partnership’s success?” Some of the key factors noted from the individual table discussions were: Leadership, communication, skills of leaders, role of local project directors with the Partnership.

Linda then turned to Item # 4 – “Where do you think the prevention partnerships should go from here? What do you see as the next steps for this work, both in the state and in your county?” Again, individual table discussions were held, and then a general group discussion. Some of the thoughts shared in the group discussion were: a continuation of what we’re doing, with a clarification; paid coordinators for all counties; sustainability, and bringing in more counties; statewide system; better coordination of State programs which would result in better state laws, etc.; strengthen our relationship with the Legislature and State leadership; have better visibility of the Partnership and its programs and goals; better strategic evaluation.

Linda provided information on a 2004 publication authored by Kelly and Steed which looked at models of community intervention. During a brief discussion it was noted that change should be tailored to individual communities. The publication suggested that when change is initiated from outside the community it is perceived as stressful -- grassroots strategies for change are more accepted, however, the publication further noted that the grassroots strategies often fail. The article suggests combining the best of these two types of change.

## BREAK

Dr. Wayne Coombs provided a presentation on Guiding Principles on The Foundation of a Comprehensive Approach to substance abuse prevention. There are four divisions which fall under the broad umbrella of Continuum of Care – 1) Prevention; 2) Early Intervention; 3) Treatment; and 4) Recovery. He stated that the program to be reviewed here will involve three of these divisions, i.e., Prevention, Early Intervention and Recovery.

Groups at each table were asked to review and discuss the ten principles listed on the handout titled Guiding Principles Discussion Sheet, and to make suggested changes in the wording of those principles where it is felt needed. Each group was also asked to prioritize the principles in the order in which they felt the principles should be listed. Each table/group submitted one response sheet at the end of the discussion.

A brief general group discussion was held regarding any major changes suggested by the various groups.

Wayne then moved to discussion on Guiding Practices of the SPF SIG process, stating that these processes are a shorthand of the scientific method. Again, he requested that each group review and discuss the four processes enumerated on the handout, and provide any suggested changes on a response sheet at the end of the discussion.

A brief general group discussion was held with regard to any suggestions for changes in the wording of these practices/processes.

The presentation portion of the Partnership Retreat adjourned for the day, with the presentation portion to convene again the next day at 8:30 a.m.

[ The Business Meeting portion followed.]

**BUSINESS MEETING OF THE WV PARTNERSHIP -- THURSDAY, OCTOBER 16, 2008  
(held in conjunction with the WV Prevention System Retreat at Stonewall Jackson Resort)**

At the conclusion of the presentation portion of the meeting on Thursday, October 16, Chairman Mike Lacy informed the Partners and meeting participants that he had been advised of conflicts in the schedules of several Partnership members with regard to their availability to attend the Business Meeting portion of the Retreat as scheduled for Friday afternoon. In light of this information, Chairman Lacy made the motion that the Partnership Business Meeting be moved to today's schedule to be held at the present time instead of being held at 12:30 p.m. on Friday as originally scheduled. The motion carried unanimously.

Chairman Mike Lacy first determined that there was a quorum of Partnership members in attendance, noting that there were thirteen members present.

Chairman Mike Lacy called the meeting to order. Chairman Lacy then requested that each member of the Partnership review Minutes from the last meeting held on July 18, 2008. After review of the Minutes, Chairman Lacy asked for any corrections, additions or changes to the Minutes. Angie Saunders noted a typographical error in the next to the last paragraph on the first page, and also noted a misspelling in the reference to "Perdue Pharma" – "Perdue" should be spelled "Purdue." Bob Musick moved that the Minutes be approved with the corrections as noted; Gary Winters seconded the motion. The Minutes were approved with the noted corrections.

Gary "Gig" Robinson gave a report from the Policies and Procedures Workgroup. At the Workgroup's meeting held on August 29, 2008, Workgroup members agreed to make several proposals to the Partnership with regard to membership vacancies. On behalf of the P & P Workgroup, Gig made a motion to nominate Rudi Raines for appointment to serve on the WV Partnership as a Community-at-Large member to specifically represent youth. Chairman Lacy asked if any of the Partnership members had any questions regarding this motion. There being no questions or discussion, Chairman Lacy asked for a vote on the motion. The motion passed unanimously.

Gig noted that Partnership member Karen Eskew, who currently serves as the representative for RADAR, has also agreed to serve as the Partnership member representative of CREATE if the Partnership approves. Again on behalf of the P & P Workgroup, Gig made a motion that Karen Eskew be appointed to serve as the new CREATE representative on the Partnership. There being no questions or discussion, Chairman Lacy asked for a vote on the motion. The motion passed unanimously.

Gig advised that the P & P Workgroup voted to recommend that the maximum number of Partnership members be increased. On behalf of the P & P Workgroup, Gig made a motion that the Partnership By-Laws be changed to increase the maximum number of Partnership members from 35 members to 40 members. The motion passed unanimously.

Gig Robinson then provided a report on the future plans of the Underage Drinking Prevention Workgroup and the status of this Workgroup's various projects.

Chairman Lacy advised that it has been brought to his attention that there is not a workgroup within the Partnership that specifically targets Tobacco Prevention. After a brief discussion, Chairman Lacy referred to the Policies and Procedures Workgroup for further discussion the possibility of adding a Tobacco Prevention workgroup to the Partnership.

Wayne Coombs advised that adding another workgroup to the Partnership would make a total of eleven workgroups, noting that having a large number of workgroups creates a problem with staffing each of the workgroups. Wayne suggested that the Policies and Procedures Workgroup consider the possibility of consolidating some of the workgroups to eliminate the staffing problem.

Angie Saunders provided an update on the Purdue Pharma funds.

Chairman Lacy asked if there was any new business for discussion. There was none.

Chairman Lacy asked if there was any old business to be discussed. It was suggested as a reminder that Partner members mark their 2009 calendars with the dates of the quarterly Partnership meetings. The dates for the 2009 Partnership meetings are: January 16, 2009; April 17, 2009; July 17, 2009; and October 16, 2009.

Chairman Lacy asked for items to be included on the Agenda for the next Quarterly Partnership Meeting scheduled for January 16, 2009. The following items were suggested:

- Report from the Subgranting Workgroup
- Report from the Policies and Procedures Workgroup
- Report from the Underage Drinking Prevention Workgroup
- Report on the LOCHHRA meeting with the Legislative leadership in November/December, 2008
- Report from the October, 2008 Partnership Retreat
- Report from the External Evaluation Team

Chairman Lacy advised that thanks to the assistance of the First Lady, the remaining Partnership appointment letters from the Governor's Office have all now been received. In fact, the last letter was actually received today with the appointment of Dr. Michael O'Neil.

There being no further business for discussion, Brenda Thompson moved that the meeting be adjourned; Angie Saunders seconded the motion. The business meeting was adjourned.

End of first day of the Partnership Retreat.

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## **DAY TWO – WV PREVENTION SYSTEM RETREAT -- OCTOBER 17, 2008**

Chairman Mike Lacy called the meeting to order. He noted that today is the birthday of one of our guests, Nancy Tyler. Chairman Lacy then introduced Delegate Don Perdue, who serves as Chair of the WV House of Delegates' Committee on Health and Human Resources

Delegate Perdue briefly spoke to the meeting attendees, stating that he is very happy to know that there is a group addressing the prevention and recovery issues of our State.

Wayne Coombs continued his presentation from the previous day regarding the Essential Needs portion within the Continuum of Care in the field of prevention. Wayne provided a "pie chart" showing the four equal elements in the Continuum of Care, i.e., Prevention; Early Intervention; Treatment; and Recovery.

Wayne then provided a Discussion Sheet listing Recommendations that the PRC is proposing to the Partnership for consideration. The Recommendations are divided into the following categories:

- Leadership
- Structure
- Resources
- Measurement and Accountability
- Legislation
- Sustain State Focus and Attention

Each table/group was asked to discuss the Recommendations listed on pages 5 and 6 of the handout provided. Each group's additions, subtractions, or any suggested changes should be condensed onto one sheet to be submitted for review.

### **BREAK**

Wayne made a brief presentation on the last section for review – Investment Plan. The proposed Investment Plan consists of the following categories:

- Where will the investment come from?
- Where will the investment go?
- Programs & Projects
- Infrastructure
- Research/Evaluation

Again, each table/group was asked to review and discuss the Investment Plan recommendations, and to make any suggested changes which should be condensed onto one sheet to be submitted for review.

Wayne thanked everyone for participating in the review of the above-noted recommendations, and for their input of suggested changes.

Chairman Lacy noted that he was pleased that the Retreat was so well attended, and thanked Commissioner John Bianconi, Delegate Don Perdue, Attorney Nancy Tyler and everyone for their attendance.

The meeting was adjourned.