

**SLV Prevention Coalition
Capacity Building Committee Meeting
Wed., August 29, 2006, 9:00-10:00 am
@ Back in Thyme**

Attendance: Mary Ellen Fleming (Chair), Clarissa Woodworth, Paula Hendricks, Sandra Santa Cruz, Priscilla Ortega and Nelda Curtiss.

Retreat and World Café Summary by Liza (40 minutes)
Round Robin (40 minutes)

Paula mentioned it was especially important to get the notice of the next SLV Prevention Coalition meeting to the membership ASAP, particularly because of the new date and time. Priscilla will remind Liza to get the email postcard out ASAP.

Paula also mentioned that Sandra Colley and Berry Hawkins had not received the email invitation to the PC Retreat – Liza, please check those email addresses in your address book. Fone.net should also be contacted so that our emails can be sent and received without any interference. We should also check with our own systems administrator to be sure there is not a problem in sending or receiving Coalition email.

Nelda is sending notice of the next Coalition meeting to her media contacts. Paula mentioned that Linda Pacheco at KSLV is a very supportive media contact.

We discussed the **pros and cons of rotating coalition meetings** to different sites around the valley. There was a consensus that, while the idea sounded good when initially proposed, **the logistics of such a plan would create more inconvenience and travel time**, rather than less. Paula cautioned about making too many changes to the meeting schedule too fast. The group decided to propose several meeting schedule options to our membership and to get feedback before changing anything too drastically. **Since the coalition has decided that it wanted more youth involvement, the noon time meetings would help in getting youth participation.** It was suggested that the youths could break away from the main Coalition meeting to hold their own meeting, if they choose.

In the meantime, the coalition meetings are scheduled for the **2nd Wednesday of the month**, at 11:30 a.m. at the SLV MHC for September, October and November. This will help to know whether Wednesdays at noon are more conducive to member participation.

After conversations with several members about what their needs really are, **there is a sense that our members would like very specific supports.** Nelda suggested that we should offer **technical assistance to our members.** The group discussed technical assistance in the form of **training, i.e.: key informant surveys; focus group training, etc.**

Agenda for next SLV PC meeting:
Member highlight: Mary Ellen Fleming (5-10 minutes)

Other notes:

Liza: can you incorporate a PowerPoint presentation w/handouts? Send advance info to membership via email/website. Nelda asked for the information to be emailed to her directly so that she has time to develop the powerpoint.

Appoint a timekeeper for coalition meetings

Provide name cards on the tables

Lunch (pizza & salad) provided

Interested members should contact Nelda to arrange an interview for “Member Highlights” in the newsletter

Begin coordinating a membership directory that includes name, title, organization or agency, and brief job description of coalition members (tentative).

Upcoming meetings:

Capacity Building Committee

Wed., 9/13, 10:00-11:00 am

SLV MHC

Re: World Café Summary re: Capacity Building by Liza

Media Committee

Wed., 9/13, 1:00 pm

SLV MHC

EPI Committee

Mon., 9/11, 11:00 am

Rky Mtn Prevention Center

Youth Involvement Committee

Tues., 8/29, 5:00 pm

Volunteer Community Fund

Underage Drinking Task Force

TBD