

ASAP Coalition

Annapolis Substance Abuse Prevention

Meeting Minutes

November 21, 2017

Opening

The regular meeting of the ASAP Coalition was called to order at 12:00 PM on November 21, 2017 at the Annapolis Police Department by ASAP coalition members.

Present

Total: 19 Attendees

Approval of Agenda

The agenda was unanimously approved as distributed.

**Meeting Agenda Attached*

Approval of Minutes

All attendee's approved October 2017 Coalition Meeting Minutes.

Meeting Discussion

12:00 – 12:10 PM: Welcome - Introductions

Meeting jumped off with a welcome to all attendees.

12:10 – 12:15 PM: Approval of October 2017's Meeting Minutes

All members agreed on approval for October 2017's ASAP coalition meeting minutes. Please note, meeting minutes are shared by email.

ASAP is in the process of providing each month's minutes on our website (www.preventsubstanceabuse.org).

Once they are available to access through the site, all members will be notified.

*If anyone has any questions or concerns regarding the meeting minutes, please email Izelle Van Zuylen at asap@preventsubstanceabuse.org.

12:15 – 12:30 PM: 5 Step Process - Maryland Strategic Prevention Framework (MSPF)

Why 5 Steps?

The 5 steps of the MSPF framework were introduced and briefly explained.

**MSPF & Community Needs Assessment PowerPoint Attached*

What are the 5 Steps & which steps being we currently on?

ASAP is currently on Steps 1 and Step 2.

Step 1: Community Needs Assessment

Step 2: Capacity Building

**MSPF & Community Needs Assessment PowerPoint Attached*

12:30 –1:10 PM: Step 1 - Community Needs Assessment “Data Collection in the Community”

Qualitative Data **THANK YOU** Izelle for presenting!

Definition: Information that can be observed, but NOT measured and deals with descriptions. Examples are colors, textures, smells, beauty, appearances, etc.

Shared the qualitative data ASAP has collected since 2016 and what is still needed.

Further explained the different qualitative data sources:

- Community Readiness Surveys
- Environmental Scans
- Key Informant Interviews
- Focus Groups

**ASAP Needs Assessment Prioritization PowerPoint Attached*

Quantitative Data **THANK YOU** Kayla for presenting!

Definition: Information that can be measured and deals with numbers. Examples are length, height, area, volume, weight, speed, time, etc.

Shared quantitative data that has been collected by the county. Discussed surprising data and trends that are already apparent or were already highlighted by the ASAP coalition in 2016-2017. Further elaborated on data that is needed for MSPF2.

Darin mentioned it would be interesting to see the racial/cultural trends with the data, specifically alcoholic drinks in the past 30 days.

***Members were curious about each data source – how it was done, when it was done, how frequent its distributed, and asked for blank examples to get a better understanding of the data outcomes.**

**MSPF 2 Quantitative Data PowerPoint Attached*

1:10–1:20 PM: Announcements & Upcoming Events

ASAP LOGO & SLOGAN

All members decided that we would present ideas of a logo and slogan at the November ASAP meeting. Any members who are interested in presenting ideas can email their ideas to asap@preventsabuse.org by **Monday, January 1, 2018 (Subject to change due to recent data collection taking priority)**.

Holly passed around different images and asked members to check mark the images that they liked out of the available options.

ART CONTEST

Holly is trying to get in place a logo/slogan contest among our school students, but found out that WASP received funds for the contest from the casino. Scholarship is needed. If anyone could help with a scholarship, please let Holly know by email - hollyfryeacherson@gmail.com.

ASAP's FIRST EVENING MEETING

ASAP's first evening meeting is on **JANUARY 16, 2017**, 6:30 – 8:00 PM, at the Annapolis Police Department.

1:20 – 1:30 PM: Closing Thoughts

The next **ASAP COALITION MEETING** is on **December 19, 2017** at 12:00 PM – 1:30 PM at the Annapolis Police Department in the Education & Training Room. Address: 199 Taylor Avenue, Annapolis, MD 21401.

Adjournment

Meeting was adjourned at 1:30 PM by ASAP coalition members.

Minutes Submitted By: Izelle Van Zuylen

ASAP Coalition

(Annapolis Substance Abuse Prevention)

November 21, 2017 | Meeting Agenda

The Annapolis Substance Abuse Prevention (ASAP) coalition facilitates healthy community change to prevent and reduce alcohol and opioid use, among youth and young adults, through locally led collaborations and evidence-based prevention strategies.

1. Welcome

- a. **Introductions** – Angel Traynor
- b. **Review & Approval of Previous Month’s Meeting Minutes** – Jerry Sutton

2. 5 Step Process – Maryland Strategic Prevention Framework (MSPF)

- a. **Why 5 Steps?** – Jerry Sutton
- b. **What are the 5 Steps & which steps are we currently on?** – Izelle Van Zuylen

3. Step 1: Community Needs Assessment aka “Data Collection in the Community”

- a. **Qualitative Data** – Izelle Van Zuylen
- b. **Quantitative Data** – Kayla Speigel

4. Announcements & Upcoming Events – Angel Traynor

5. Closing Thoughts - Angel Traynor

- a. **Main & Market Thank You Card** – Izelle Van Zuylen
- b. **OMPP Presentation (October’s Meeting) Survey** – Caitlin Hall & Izelle Van Zuylen
- c. **Logo Update** – Holly Frye-Atcherson

Next ASAP Meeting

Tuesday | December 19, 2017 | 12 - 1:30 pm
Annapolis Police Department | Training & Education Room
199 Taylor Avenue, Annapolis, MD 21403
(Light Lunch will be served)

ASAP First NIGHT Meeting – January 2018

Tuesday | January 16, 2018 | 6:30 – 8:00 pm
Annapolis Police Department | Training & Education Room
199 Taylor Avenue, Annapolis, MD 21403
(Light Dinner will be served)

Wishing Everyone a Wonderful and Safe Thanksgiving Holiday!!

ASAP's on Social Media!

Like & Follow Us for upcoming meetings, community events, and other important prevention information!

FACEBOOK: @annapolissubstanceabuseprevention
INSTAGRAM: @asapcoalition

TWITTER: @coalition_asap
SNAPCHAT: asapcoalition

ASAP COMMUNITY EVENTS

*ASAP RESOURCE TABLE

Due to the Holiday Season, Events have slowed down.

OTHER COMMUNITY EVENTS

*NO ASAP RESOURCE TABLE

November 29, 2017 | **NOT MY CHILD** | 7:00 PM | Deale Community Library
5940 Deale Churchton Rd, Deale, MD 20751

December 2, 2017 | **World AIDS Day** | 11:00 – 2:00 PM | Chesapeake Arts Center
194 Hammonds Lane, Brooklyn Park, MD 21225

MSPF Monthly Health Observances

November 2017

Great American Smoke out – www.cancer.org/healthy/stayawayfromtobacco/greatamericansmokeout/index
National Runaway Prevention Month – www.1800runaway.org/runaway-prevention-month

December 2017

National Impaired Driving Prevention Month - www.whitehouse.gov/ondcp/drugged-driving

ANNE ARUNDEL COUNTY PREVENTION COALITIONS

NORTHERN LIGHTS AGAINST SUBSTANCE ABUSE (NLASA)

December 8, 2017 | 12:00 – 1:30 PM | Eastern District Police Station
204 Pasadena Road, Pasadena, Maryland 21113 | AAC Coalition | Lunch Provided

WESTERN ANNE ARUNDEL COUNTY PREVENTION COALITION (WASP)

December 5, 2017 | 6:30 – 8:30 PM | Kingdom Kafe
1350 Blair Drive Odenton, Maryland 21113 | AAC Coalition | Light Snack Provided

SOUTH COUNTY BRIDGES TO A DRUG FREE COMMUNITY

December 1, 2017 | 12:00 – 1:30 PM | Southern District Police Station
35 Stepneys Lane Edgewater, Maryland 21037 | AAC Coalition | Lunch Provided

EMAIL: asap@preventsabuse.org

PHONE: (443) 837-5892

WWW.PREVENTSUBSTANCEABUSE.ORG