



Meeting Minutes
Strategic Prevention Framework State Incentive Grant
Advisory Council
Friday, May 27th, 2011

Council members present:

Melissa Stone, Mike Lesmann, Shirley Gifford, Laurie Morton, Kate Burkhart, Diane Casto, Cindy Cashen, Devon Urquhart

❖ **Recent SPF SIG Events**

Proposals for the SPF SIG were due to Grants and Contracts by May 17th. Grants and Contracts received 10 proposals; of these ten proposals we will be funding six (6) proposals. The following applicants are seeking funding:

Southeast Region

- Yakutat Tlingit Tribe (Drug Free Communities Grantee)
- Alaska Council of School Boards (Drug Free Communities Grantee)
- Southeast Alaska Regional Health Consortium (Drug Free Communities Coalition Present in identified service area)
- Alaska Island Community Services
- Akeela, Inc.

Northwest Region

- RurAL Cap

Southcentral Region

- Cook Inlet Council on Alcohol Drug Abuse (Drug Free Communities Coalition Present in identified service area)
- Co-Occurring Disorders Institute

Interior Region

- Fairbanks Native Association (Drug Free Communities Grantee)

Statewide

- Prince William Sound Community College

Check out our SPF SIG Website at <http://hss.state.ak.us/dbh/prevention/programs/spfsig/default.htm>



❖ **Proposal Evaluation Committee (PEC)**

We have selected our Proposal Evaluation Committee (PEC) members who will be meeting on June 16th and 17th to review the 10 Request for Proposals. It was important that each workgroup of our SPF SIG was represented in this PEC, and the following members were selected: Cindy Cashen (Advisory Council), Andrew Jessen (Epidemiology Workgroup), Shirley Holmberg (Evidence Based Interventions Workgroup and SPF TIG representative with Tanana Chiefs Conference) and Rebecca Busch (Evidence Based Interventions Workgroup).

❖ **SPF SIG Timeline**

After the PEC on June 16th and 17th we will present the identified recipients to the Commissioner for approval. Once approved we will begin funding; it is possible that funding will not begin until July 15th, as there must be a processing of paperwork and receipt of approval from the Commissioner before funds may be allocated.

The continuation application has been submitted to our Federal Officer; we are waiting for approval for our SPF SIG Year 3 funding. Once this is approved we will submit our request for a contractor to provide training and technical assistance to our grantees; a community level prevention support team.

When the contractor is identified we will select dates for our face-to-face grantee meeting. This training will include training and technical assistance from our contractor, as well as learning about the various projects of each of the workgroups. We would like to have SPF SIG Advisory Council representation at this meeting.

❖ **Update on Workgroups**

Epidemiology (EPI) Workgroup: Deborah Hull-Jilly is working diligently on updating/revising the Alaska EPI Profile. Once finalized it will be posted online and distributed to each of our Advisory Council members. A goal of this profile is to gather regional data to supply our grantees with data relevant to their service area; the goal is to complete this regional profile by the end of the summer.

The EPI workgroup meets the second Tuesday every month from 1:30-2:30 PM. If you are interested in sitting in on one of these meetings please contact Devon Urquhart for the call-in information.

Evidence Based Interventions (EBI) Workgroup:

The Evidence Based Interventions Workgroup is creating a guidance document for future grantees to reference while they're in their selection process of evidence based interventions. This project is in its final stages, but there are a few areas which need to be addressed, such as ensuring that the document is reader friendly to our rural grantees.

Check out our SPF SIG Website at <http://hss.state.ak.us/dbh/prevention/programs/spfsig/default.htm>



❖ **Next steps for the SPF SIG Advisory Council**

Diane and Devon will be working together to create an outline of next steps for the Advisory Council, which will be posted on the website once completed. Devon will work toward expanding website: displaying data related to SPF SIG, showing links to partnering agencies, and posting Meeting Minutes to keep the Advisory Council updated on the SPF SIG process.

❖ **Next Meeting**

Our next meeting will be held on June 24th, 2011. The call in number is 1-800-315-6338 and the code is 8407. An e-mail reminder and agenda will be sent out prior to our meeting.