

NATICK OPIOID TASK FORCE
and
NATICK TOGETHER FOR YOUTH

Natick Town Hall Third Floor Training Room

8:00 AM February 1, 2019

Meeting Minutes

MEMBERS and DESIGNEES PRESENT:

Cheryle Lucenta, SOAR Natick
Katie Sugarman, Natick Health Department
James M. White, Jr., Director of Public Health
James Hicks, Chief, Natick Police Department
Fran Green, Social Worker in private practice
Anna Nolin, Superintendent, Natick Public Schools
Jemma Lambert, Director, Natick Community Services

ALSO PRESENT: Jean M. Cotter, Natick Health Department

1. Citizen's Concerns none
2. Discussion of new organizational structure

a. Decision-making processes

Ms. Sugarman reminded the group that at a previous joint meeting the Opioid Task Force and Natick Together for Youth each group voted to integrate into one unified program under the administration of the Board of Health

Ms. Sugarman shared a draft governance structure for the new unified program based on input from multiple NTY and OTF representatives. It is hoped that the proposed structure will be ready to show the Board of Selectmen (BOS) at the time of their vote on the recommendation to dissolve the Opioid Task Force (OTF). Ms. Lambert suggested drafting an additional organizational graphic that captures the decision making process of the organization.

b. Roles

There was a discussion about development of the new coalition structure and the importance to retain the various current participants and roles of both groups. Those participants include student age and adult community members, multiple municipal departments, multiple municipal boards and committees, community members, religious and fraternal organizations.

The group reviewed possible formulations of an organizational chart to potentially include a steering committee for advisement, one board for oversight that would

have a memorandum of understanding from other pertinent committees or boards, one responsible department for operations and multiple action groups. It was suggested that the Board of Health may be the most appropriate board for oversight. Memorandums of understanding could be created with the Board of Selectmen and the School Department. To streamline process and have consistent procedure, all major requests would be made to the Board of Health as opposed to Health Department Staff.

c. Guiding principles and bylaws

Items discussed:

- The current by-laws of Natick Together for Youth may be a good model
- A wider scope to include substances in addition to opioids
- Mission statement to reflect reality of residents
- Reduce risk factors to prevent and reduce use of all kinds of substances
- Regular and consistent communication necessary
- Each appointee/liaison responsible for reporting to appointing authority
- Demonstrate that each group is involved and contributing
- Natick Above The Influence (NATI) student group component
- Grant specifications provide direction/requirements

3. Goals and timeline

- Complete project time line on grant requests
- Have joint meeting for OTF and NTY to create new structure/agreements for BOS
- Chart next steps between now and March for BOS
- Dr. Nolin offered to assist with development of strategic plan SMART Goals

4. Next Steps

Ms. Sugarman will host two Natick High School (NHS) interns in the spring. Their project will be to create youth specific resource list.

Possibly allocate monetary and in kind resources to the NHS After Prom Party and to Spark Kindness as a sponsor of the Resilient Parent/Child Speaker Series.

Document(s) used at this meeting:
Draft Structure of Integrated OTF/NTY Collaborative Model