
Executive Committee Meeting-Minutes

9:30- 11:00, November 5, 2018-Innovation Room
Barnstable County Complex-3195 Main Street Barnstable, MA 02630

Lori, Lynn, Betina, Kalliope, Erika

Kalliope saw a fisher.

Approve Minutes- September 10, 2018 Executive Committee Meeting- Kalliope, 2nd
Lynn- all approved

1) Executive Committee

- a) Updates
- b) Membership discussion- Reach out to fire training academy,
 - i) Discussion training fire fighters, they have hoarding trainings that focus on fighting the fire. They are mandated reporters.
- c) Review 2019 meeting schedule- ok
- d) Email
 - i) Auto response- option 2
 - ii) Recipient list-Kalliope, Lynn & I

2) Strategic Planning

- a) February public event
 - i) Review & approve donation request letter
 - (1) Send out graphic-save the date for general info and then send out the letter (can add to Facebook also) jpeg save the date-can print up postcards for ~\$30 to pass out
 - (2) What should be on there?- Kalliope (Bekah) could put this together and get input from the group.
 - (3) Melanie- poster

- (4) Advertising, Interfaith newsletter, emerald physicians, COA newsletters, Behavioral Health Coalition, radio & tv- (Sarah Colvin)
- (5) Send logo to Betina
- (6) Press release- start hammering home 6 weeks before
- (7) Business letter to: Emerald, CCH, disposal services, pick an area to send it to.
 - (a) Kalliope- P-Town Truro, Wellfleet, Eastham, RB OUR
 - (b) Betina- Emerald and CCH
 - (c) Erika- Nauset disposal
 - (d) Melanie- Harwich
 - (e) Post donation letter on website
 - (f) Deb-
 - (g) Lori- website
 - (h) Lynn & Erika- upper cape
- ii) Discuss details
- b) Direct services collaboration
- c) White paper- not a priority
- d) Website & Facebook- drop Facebook
- e) CCHTF training group – Kalliope to help with trainings
 - i) Idea-should we send out a technical fact sheet for police & fire
 - ii) Is there a similar CEU that Police need that we can fill a need for.
 - iii) Should we put it in with roll call
 - iv) Kalliope- speaking to fire chiefs- create fact sheet- with CIR (with permission)
- 3) Financial Report
- 4) December and future CCHTF- Presentation topics
- 5) Open Forum- **as time allows** (This will be an open discussion only to bring forward thoughts and ideas that may not pertain directly to the listed agenda items. NO actions will be taken except as allowed by law)
- 6) Adjourn