

SPECIAL COMMITTEE ON ALCOHOL & OTHER DRUGS

August 28, 2003

**3:00 PM
Aldermanic Chambers
City Hall (3rd Floor)**

Valerie E. Fysh stated in the absence of the Chairman the Clerk would call the meeting to order and entertain a motion to elect a Chairman Pro-Tem.

On a motion of David Scannell, duly seconded by Louis Craig, it was voted to elect Alderman Pinard as Chairman Pro-Tem.

The clerk called the roll.

Present: Alderman Pinard, Sergeant Favreau, Frank Bass (late),
Louis Craig, Elaine Douville, Joe Harding, Tom Farrell,
David Scannell, Ellie Therrien

Absent: Alderman O'Neil, Detective Fuller, Chief Jaskolka,
Tom Jordan, Amy Hanulec, Marty Boldin, Laurel Buccino,
Ron Caron, Judy Cooper, Kera MacKenzie, Fred Rusczek,
John Rist, John Stephen, LuAnne Oatman

Messrs: Carrie Campbell, MD, Manchester Health Department

Louis Craig stated clearly we do not have a majority of the people here.

David Scannell stated I don't think anything would prevent any discussion but any motions would be mute for the lack of a quorum.

Mr. Craig asked is it your recommendation Mr. Chairman that we reschedule this meeting?

Chairman Pro-Tem Pinard answered we can discuss a few items but we can not take a vote or anything like that. If that is okay with you people, it is fine by me.

Mr. Craig stated I'm just requesting a point of order. I don't know how we should go.

Chairman Pro-Tem Pinard stated we will hold any official business until the next meeting and proceed with discussion only.

Minutes of meeting held June 26, 2003.

Approval of the minutes of June 26, 2003 will be brought back to the Committee at their next meeting.

Chairman Pro-Tem Pinard addressed Item 4 of the agenda:

Review and discussion relative to the May 12, 2003 Forum points of interest.

Chairman Pro-Tem Pinard asked is there anyone that would like to speak with regard to the May 12, 2003 Forum.

Joe Harding stated there is a subcommittee that came together to try to organize the information, particularly the testimony that came out of the forum, in some way of using the information. We did meet, myself and Lou and Tom and Pete and Alderman Pinard, and we came up with some objectives of what to do with the information and decided we should try to organize it into an executive summary. I've handed out a draft executive summary and it's in very draft form. Basically with the idea that the executive summary would provide a little synopsis about the Aldermanic Committee including the mission statement, so if you look under that first bullet – Information About the Special Aldermanic Committee – we want to include the mission statement and I need to go back to the records and see if we've actually established some goals for the Committee. In the next bullet I've provided some information about the forum itself and what the objectives were. And then at that meeting that we had in June we talked about what would be the objectives of putting this information together and this is some of the information we came up with and you can read that yourself. It's basically to raise awareness, support promotion collaboration amongst key stakeholders in Manchester to support organizations by providing them with information and data where they could seek additional funding and to educate the general public as well as public officials about the impact that alcohol and other drug problems have on the City. After that, and we haven't done this as you can see yet, we'd like to put together a narrative that just gives a general overview of the theme that came out of the...or the numbers of different themes that came out of the forum, and we have the full testimony, a transcript of the full testimony of that. So in the next section you'll see that there's a section under major themes and basically what we went in and did is...if you go back and look at some of the objectives of the forum it was to ask people what they thought the impact of alcohol and other drug

problems were on the City, on their personal lives or on the community. Under that particular subcategory there was testimony by a number of people and you'll note that after these particular themes that it lists the person's initials and the page number, so that people would then be able to look through this executive summary and see the different issues and say okay I'm interested in looking at that and I notice that three people provided testimony on that and I can reference the transcript to say okay the initials KS on page 4 spoke to that, JM on page 13 spoke to that and LC on page 13 spoke to that. So they can look at more detail as to what was actually provided in the testimony. That same format is used throughout and basically it did impact on the City of Manchester with a bunch of subcategories, impact on youth, medical impact, treatment, and then recommendations and under recommendations there again we went by major themes – Community Approach to Dealing with Alcohol and Other Drug Problems – there is a number of people that spoke to that, that provided testimony to that effect. Need Additional Treatment Services – a number of people provided testimony on that. Same with Prevention and Educational Services and you'll see that there's a number of categories and who the people were, or at least their initials, and the page number in the transcript where they provided testimony. So that's the general format that we were looking to utilize. Obviously this is a very rough draft and it needs to be cleaned up and formatted in a more readable way. We need to develop the narrative. Valerie Fysh was very nice to offer us assistance in working on this and I think at this point we'll probably take you up on that assistance. At least we've tried to organize it a little bit. Any questions, comments, feedback or recommendations with any of this?

Chairman Pro-Tem Pinard asked Joe do we have a follow up on this? What would you recommend for our next procedure? You did the hard work on this, but where do we go from here? I think that we're on the right track, but to get it out there, what is our next step?

Mr. Harding replied I think that the first thing that we need to do is finish this executive summary and put it in a format that's readable and that looks good. Then if you notice on Page 1, right above narrative at the bottom it says Objectives of Organizing and Disseminating Information Gathered at the Forum. These are the objectives that we came up with at our last meeting, but I think that we need to get the information...if you look at all of those sub-bullets that raise awareness amongst New Hampshire citizens, public officials, the business community, maybe we should be disseminating this executive summary at institutions throughout the City and make it available in the library. Maybe we can get the press to do some kind of article on it that will let people know about what the major findings of the forum were. It would be great if we could disseminate this to institutions and organizations throughout Manchester because one of the things that funding sources are asking for these days is that there be a broad

collaboration. They want City officials involved, they want to have people from schools and law enforcement and treatment to come together to form these coalitions in order to be able to put in proposals for grant funding. So the federal government is requiring that, major foundations like Robert Wood Johnson are requiring that kind of collaboration and this document could provide people with the information they need to go after those fundings because they typically ask for a needs assessment from the community and this could serve that purpose.

Mr. Craig stated I think like Joe said we ought to kind of spruce up this report if we can. But with respect to what you said Mr. Alderman, I think you'll want to know what can this Committee do as a result of this forum. And if you look at the last page it says the Draft Executive Summary Manchester Special Aldermanic Committee Forum on Alcohol and Drugs and some of the things that we should be talking about are included here and I think that's what you want. In Oxford House, a recovery home, treatment for women, we should be talking about something about dealing with ladies who suffer from drugs and alcohol and my job as the Executive Director of Serenity Place I know that that's a major problem in the City of Manchester. This goes on and on and talking about prevention programs and I think that's important so this Committee should be talking about those things and how we can implement programs, so I think that it's important that we get this forum committee report done as quickly as possible so we can take action on some of the things that are recommended within the report. We don't have to wait until the report is done. We can talk about some of the issues but it would be nice if it was in a forum where we could all look at it, appreciate it, and read it better. But I do want to comment about the efforts of Joe and Tom in putting this together. Really they're the ones that did this and made reference to all of the speakers and I think they did a nice job.

Dr. Frank Bass stated just a follow up on the Chief's comments. I think that the report isolates a lot of issues that are germane to what we're facing here. What we now have to do instead of just talking about these I guess we need to do that. Yes there are these kinds of situations but the public needs to be made aware of it. That's great, that's the initial first, but I think what the Chief and Joe are getting at is we need to now prioritize a list of these recommendations, these issues, and say what's feasible and what's not. How do we get the funding necessary to impact this program, implement program? What kinds of agencies, organizations and local businesses will be able to ante up. We'll be willing to provide financial support or resources such so that we can get programs into implementation. So again, I think it goes well beyond just collecting the facts and the data, it goes well beyond the conversation, it now becomes incumbent upon us as the action committee, to look at these issues, these recommendations and say these are the things that we feel are doable and here is a timeline by which we fell they are doable. And then as the community begins to see programs, initiatives,

opportunities put into action, they become more cognoscente of the fact that you know what this is the reality, this is something that we have to deal with. Our community is taking it very seriously and we should to. So I agree with everything that's been said and I think it's time for us to move to the next phase and taking this program to another level.

Chairman Pro-Tem Pinard stated Chief Craig just gave me this and I've been helping Dr. Sabato. We are going to have a forum at the Highlander Inn and Conference Center on September 16th.

Mr. Craig stated there was a story in last Sunday's *Union Leader* and the issue is the driving while intoxicated and the problems surrounding that particular issue. I think anyone who wishes to attend, they could dig out last Sunday's paper, but to register all they have to do is call 271-4568 and they can participate as an active participant and place their opinion and express their concerns about the issue of driving while intoxicated.

Chairman Pro-Tem Pinard stated some of the speakers will be Governor Benson, a gentleman by the name of Herman, and Mr. Kelly, John Stephen, Commissioner of the Highway Safety Agency is going to be there, I will be there. And I think this could be our first step to come out publicly and let the people know through this, Dr. Sabato's, forum and here we are and want to work hand in hand. What he's providing us to our Committee what we can learn from this. I'd like to recommend it to anybody who can go to that forum and just call that number. I think its going to be a very interesting forum.

Mr. Craig stated Mr. Chairman we kind of jumped around here. Getting back to what Dr. Bass said, I think we all agree that we've got to look at the particular issues as was set forth in the statements made by people within the forum and we have to make recommendations on what this community should do. Rather than just talk about it, we've got to do something about it and we all feel that way, I know that's what Dr. Bass in all his wisdom said it more eloquently than I could have, but we're sitting back on this and we're not really doing anything about it. So that's my feeling on it and I concur with what he says. Going to this summit is a good thing I guess and I'm going to go and an awful lot of other people are going to go, but it's two separate issues and I think that we ought to jump in on the other one as equally as important.

Chairman Pro-Tem Pinard stated the next one Item 5, which comes to what we're saying. The discussion regarding the brochure. Where do we stand on it? This is probably our first step with communicating with the outside world. The summit might be another step. We won't know until we set there and listen, but the

brochure is probably the first step that we have to really get out there and I agree with it.

Mr. Craig stated to my knowledge the School Department, Mr. Chairman, is going to take care of that. I assume that was done.

Chairman Pro-Tem Pinard addressed Item 6 of the agenda:

Update from Committee members relative to including the brochure in one of the School Department's mass mailings.

Dr. Bass stated two things. First and foremost the brochure had some modifications that the School Department made to it and I brought it back to Serenity Place and it's being type set over there to have those changes put into effect. Once those changes are complete and we have the final original, we are bringing it over to Manchester School of Technology and that is where it will be mass produced, it will be color coded, it will be a very, very nice document, we'll produce over 18,000 copies. It is our intent in the School Department to pass these out to every single family in the Manchester public schools. I should also say I think at the last meeting we talked about what are the procedures by which this brochure gets endorsed. I mentioned at that time that I had to bring before our Student Conduct Committee, which I have done, they have unanimously endorsed it and they are recommending that the full board, who will meet on September 8th, also ratify it. Once that happens then I have the authority to pass that brochure out to all of our students and to all of our families. But again, back to the issue of communication and action. In talking with my colleagues in the schools we feel it's a great first step at getting the brochure out, have parents and students aware of it. But what do you do with that brochure? How do you make it an action item that's going to have some sort of impact on the kids, on the schools, on the way that we conduct business? One of the proposals that we are going to bring forward to our athletic committee, which meets next Wednesday night, is to take the brochure and move forward with it in terms of offering some forum nights at our schools. We want to do something called "Healthy Choices". We want to do them at each of the three major high schools, West, Central and Memorial. Our first attack, so to speak, will be with every single athlete that has signed off on wishing to play athletics at the varsity level at our three high schools, and there's a whole series of commitments that they have to give, endorsement, pledges. We are now going to take all of those pledges and our new brochure and talk to the kids and their parents who will be there that night about healthy choices, about commitment, about pledges, so that all of the conversation becomes more of an action item. Our second piece of business is to say, what do we do with those kids who listen to all of this, and the parents do as well, and then unfortunately some

poor choices are made. As you know, we have a policy. The policy suspends the child from athletics for up to 60 days, they could get suspended from school from three to five days, and they have to go and report to the SAU Coordinator. We'd like to beef that program up somewhat. We could again get some outside funding or get some support, we want to be able to have something in place because invariably there will be students who fall through the cracks. Invariably there will be students who are unable to make those healthy choices, and we have a responsibility to do something on behalf of those kids. Not just simply say you're gone from athletics, you're suspended from school, hopefully you won't do it again. Our goal again is to provide some sort of intervention, some sort of remediation. Our second thought is what about the child who does it, we provide the intervention, and then he or she does it again. Where do we go from there? We want to talk to Youth Services and see is there something Youth Services can do with the schools so that you have again another level of remediation, another level of intervention, on behalf of the student. The point is you want to make a very sincere effort, this is important to us, this is important to you the student and parent, and I think these conversations which will occur with the Principal, myself, the Athletic Director, the Athletic Coordinator, and various prominent individuals within the community who went to those respective high schools. For example, bringing Mr. McDonough back to Memorial High School, having him have a conversation with the kids. Bringing Jim Valise back to Central High School and having a conversation. Those kinds of things will add hopefully some weight and some impotence on the part of the kids recognizing that this is a valuable thing and I really should listen to what's being said. So those are some of the plans that we have on the school side that I think will start to make a difference and hopefully will get the message home that we are serious. We don't want it to be something that's out there and just a passing tribute.

Mr. Craig stated I'd like to respond. I think that's wonderful Dr. Bass, I really do. I'm just wondering, will the middle schools be included as well?

Dr. Bass answered yes and we haven't figured out just how we're going to do that yet, but you're absolutely right. This thing has to go all the way back and you might even make an argument that you could do something at the elementary schools. There has been some discussion along those lines. But we felt we wanted to get the ball rolling. We knew we could do it well at the high school level. Once we start doing that then we have to look at how are we going to bring this message to the middle schools and to the elementary schools, but you're absolutely right Chief, it has to be spread throughout the system and the earlier you can catch kids and get them to understand about healthy choices, healthy outcomes, the more opportunity we're going to have in making a difference.

Chairman Pro-Tem Pinard asked Louie are we going with the Water Works billing, with our brochures?

Mr. Craig answered that's a different brochure. I just want to get back to the forum. What have we decided what we're going to do with the information that Joe has talked about, has made up in draft. Are we going to spruce that up? Are we going to meet again on that Joe?

Mr. Harding answered like Dr. Bass' idea that we prioritize the information that's in there to see what it is we could do. In my mind it would also be great if we could get this information out to some key people if we could...I don't think it's going to be good enough to just send it to people. I think we should...is there a way that we could present the findings to the Mayor and the Aldermen in Manchester; is there a way that we could present this information to key law enforcement personnel in New Hampshire? Is there a way we could present this information to key school personnel and so on, business leaders? I don't think it's going to be good enough just to hand it to them or mail it to them.

Dr. Bass stated Mr. Chairman if I could piggyback on those comments. I think that's an excellent idea and certainly as a committee with a great deal of ownership and authority; we certainly can make recommendations. We can look at this list of recommendations, make prioritizations, say what we'd like to have happen, and then instead of just saying here's our priority list, here's what we'd like to see, bring that presentation to the Board of Mayor and Aldermen, bring it to the School Board, bring it to the Police, bring it to the Fire Department, bring it to whatever organization is going to have some impact upon our eventually opportunity to put these things into action. I might also add you should know the Commissioner of Health and Human Services, Mr. Nick Vailas is in town here in Manchester and he's been helping out with the football program over at West High School. In fact he is the head coach there for this year, and he is very committed to working with our youth and as a person who is a commissioner of large agency like that, that will give us a certain connection to the State House and to Governor Benson and perhaps we might be able to weld some leverage there as well.

Chairman Pro-Tem Pinard stated maybe we could invite Mr. Nick Vailas to our next meeting if he's available.

Dr. Bass stated I will be glad to invite him.

Mr. Harding stated to answer Lou's question, we should meet again. Maybe we should extend the invitation to other members of the Committee to have a meeting to say okay...first of all we're going to need to finish the draft document. But

after having done that, I think it would make sense if we meet and try to prioritize to see what it is we could do and then come up with some plans to actually present the information to the Board of Mayor and Aldermen, the school officials, and so on. Does that make sense to people?

Chairman Pro-Tem Pinard stated yes, that makes a lot of sense to me and as I'm looking around and this is a live broadcast of this meeting today and for the people out there that are interested and want to know could probably call Joe or myself. That would be to try to establish a communication line between us, this committee, and you, the people outside. So my number is 622-1584.

Joe Harding stated 647-4629.

Chairman Pro-Tem Pinard stated don't hesitate to call and we will lead you in the right direction because we need help.

Mr. Harding stated I don't know if we even need to make a motion but maybe I could suggest that I get in touch with Valerie about finalizing this document and after which we could then invite all members of the Committee to come together to a meeting to prioritize the information and develop our plans to getting it out to some key officials.

Chairman Pro-Tem Pinard asked are you going to call a meeting of three of us again? Like we did the last time?

Dr. Bass stated I think what he's saying is that all of us need to be involved in that decision making process that we need to as a large group here overwhelming endorse what ever these priorities happen to be so it doesn't just be the recommendation of a small subcommittee, but the entire committee and then move forward from there.

Mr. Harding asked Valerie is it possible that after we are able to complete the document that you could send out a notice to all of the member of the Committee to invite them to participate in this meeting to prioritize the issues?

Ms. Fysh asked when were you looking to schedule a meeting? Would it be the next meeting of the Committee or are you looking to call a meeting before that?

Mr. Harding replied quite frankly it might make the most sense if we try to have that meeting just prior to our next scheduled meeting. So maybe at 2:00 PM. Does that work for people? Then in the interim I could work with you and someone else about trying to finalize the document?

Ms. Fysh answered my only concern would be the availability of people to get here at 2:00 PM. That's the only question that I have.

Mr. Craig stated some people can and some people won't be able to.

Mr. Harding stated I think we're always going to run into that.

Dr. Bass stated Mr. Chairman if I could make a suggestion. I think that Joe's point is well taken. Why don't we do that? Why don't we schedule that meeting at our next monthly meeting for those who are able to attend? Obviously we highly encourage that you do so, but we will at least get a large majority of our total Committee there, which I think is important.

Chairman Pro-Tem Pinard asked we don't need a motion for that.

Ms. Fysh answered a consensus of the Committee will be acceptable.

Chairman Pro-Tem Pinard asked can I make a recommendation? We're talking about members and I'm looking around and it seems that there is quite a few on this list that hasn't been coming to the meetings for quite a while. I wonder if it would be proper to have Valerie to look to see who has been coming and then contact them to ask whether they are going to be live member or delete them. I've been on different committees in the City and if somebody doesn't show up after a while, if they just want to be name recognized it is one thing, but I think what we're trying to do here, we need bodies and live bodies.

Mr. Craig stated that's a great idea. People should be contacted and checked but it seems that there was some confusion because of it being August and still during the summer. But nevertheless, we did agree to meet today and I think that is a good idea. There are some people that are on this Committee that have not been here for a vast number of months. My question is, Valerie will you check on these?

Ms. Fysh answered I have all of the contact information so I think I would be able to do that. Yes, and you'd like me to report back at the next meeting regarding all of the individuals?

Chairman Pro-Tem Pinard asked are there any updates from the Committee members? We have just discussed future meeting dates and times. We've just discussed that. We're meeting at 2:00 PM followed by a regular meeting at 3:00 PM. Any other business in front of this Committee?

Mr. Craig stated Mr. Chairman you had mentioned before about the brochure that is going to go out via the Water Works and Joe has been developing the brochure and once again, we are checking into the cost. I don't want to be pessimistic but it is very, very expensive to send out a brochure and I'm not so sure that his agency wants to do it. So we're going to talk about that some more, but the Water Works is willing to do it for us, they have indicated that they're geared to do it in their Water Works bills. I don't like to prolong things but I'm sorry we're going to have to wait until next month until we make a final decision on this. It involves various colors to the brochure, it involves various information, so we have to table this until the future.

Chairman Pro-Tem Pinard asked do we have a cost roughly what it would cost to have these printed up?

Mr. Craig answered well when you're talking three or four colors, you're talking about \$2,500.

Chairman Pro-Tem Pinard asked do we have to have it in different colors?

Mr. Craig answered that's something that we have to talk about. But just so you know, initially we were talking about a brochure that was taken over by the School Department, which is well on its way. This brochure is going to households; the other brochure is going to the parents and to the kids in the City of Manchester. Two very distinctive brochures.

Chairman Pro-Tem Pinard stated we have a new member. Could you please introduce yourself to the Committee?

Carrie Campbell, MD of the City of Manchester Health Department stated I am a pediatrician and I've been practicing in the area for about two years and I just joined the Manchester Health Department actually three days ago. My official title is going to be the Child and Youth Health Director. So in particular regard to this matter, if I can be of help in the elementary schools, I would be happy to. We also have the health educators that I suppose may be able to assist with that as well.

There being no further business to come before the Committee, on a motion of Louis Craig, duly seconded by Joe Harding, it was voted to adjourn the meeting.

A True Record. Attest.

Clerk of Committee