



To: Nkenge Bergan, Rachel Colingsworth, Sean Gordon, Allison Moore, Amy Reynolds, Aristea Williams

From: Russ Panico

Date: June 25, 2024

Re: Drug and Alcohol Abuse Prevention Plan Annual Review Minutes-June 24, 2024

Present: N. Bergan, R. Colingsworth, S. Gordon, R. Panico, A. Reynolds

Absent: A. Moore, A. Williams

Guest: M. Nordmoe (SDS Intern)

*Call to Order at 11:07 am

Approval of Minutes from 2023 Meeting

Minutes from June 2023 were approved as amended

Membership Update

Changes to committee members were discussed. Marc Rifenberg does not need to participate on the committee. Rachel Colingsworth from Financial Aid will determine if another member from that team will participate on the committee.

Information Sharing/Updates

Brief history of committee and purpose was shared with new members. Committee confirmed public safety will continue to keep DAAPP policy updated and communicate plan as required.

Biennial minutes will be sent to Dr. Washington for signature. Moore will keep signed minutes/proof of review with all documents collected as part of the standing committee procedures.

Business

DAAPP Statistics

- Fiscal Year (7/1/2023-6/30/2024)
 - There was one instance of DAAPP policy violation in 2023-34. Group discussed.

DAAPP Awareness and Education Activities

- Director Gordon from Public Safety confirmed that no RAAVE text messages regarding the DAAPP policy went out last year, however, multiple email messages were sent to all students, staff, and faculty.
- No student activities during fiscal year.
- Action Item: Nkenge Bergan and Amy Reynolds will work together to determine potential student and staff activities for the next fiscal year. Nkenge Bergan will review for viability prior student education activities such as a Wellness Expo and the Great American Smoke Out both that have been conducted in the fall previously. Vector online DAAPP training for employees to be reviewed with Amy Reynolds from HR.

Review/Changes to current DAAPP policy

- To be reflected in the 2024-2025 DAAPP policy
 - All revisions submit to Stephani Ebinger in Public Safety.
 - Rachel Colingsworth from Financial Aid will review the federal regulation regarding DAAPP for changes and will forward to the committee and Stephanie in Public Safety for addition to the policy.
 - Nkenge Bergan and/or SDS staff to review local resources to correct contact information and offerings and provide updates to Public Safety.

Other

- Certified Athletic Trainer to complete online NARCAN training with link provided by Director Gordon of KV Public Safety.
- Russ Panico will complete the 2024 minutes and submit, along with the required letter, to Dr. Washington for review and approval.

Next Meeting

*June 2025.

*Meeting Adjourned at 11:35 a.m.