Suicide Prevention Council Meeting
July 20, 2005
YWCA 4:00pm

MINUTES

Present: Bonnie Strycker, John McIntosh, Gary Robinson, Laura Medow, Steve Leapman, David Sisk, Abbee Smith, Andra Press

1. Introductions
   - David Sisk- Director of First Call for Help, United Way of St. Joseph County dsisk@uwsjc.com
   - David gave the council a brief review of the First Call for help and 211

2. Minutes Approval

3. Committee Activity/ Projects

   A. Education
      a. ASIST training. Next Workshop Aug 17th/18th.

      b. Survivor Workshop. *See minutes of Planning Committee*
         i. Sponsors: Co-sponsors will be SJRMC and Memorial
         ii. Marketing; Andi Press. Need volunteers to help. See Jobs in Planning Committee minutes
            1. ideas:
               a. Professionals: make apparent conference will give them what they see in practice.
               b. Media would like personal stories. Council needs to know if anyone would be interested in sharing their story. Abbee Smith may be able to find a survivor of a peer. Others?
               c. Clergy; send out letters asking them to reach into their congregations
               d. 'Appoint' community leaders or other key persons to come to conf. If they couldn't come the entire day-
                  i. Policy makers and physicians would be best served in morning session and
                  ii. police, 1st responders and coroners best for afternoon session.
               e. Steve Leapman will contact Samaritin Counseling Center and Debbie Grant to reach congressional leaders
         iii. Brochure: remove punctuation (periods) in the word ASIST
         iv. Printing- hope to go to print to be able to mail by Aug 18th.Still awaiting some information to add (hosp logos, CE wording..)

c. ASIST scholarships; awaiting school responses. PHM is definitely interested. Laura is in contact with all regional school superintendents or their representatives.

B. Awareness
   a. Suicide Awareness Brochure: ongoing. State Coalition would like to use ours as their template - Rebekah Go/ Laura Medow
   b. Survivor Brochure reviewed- Laura Medow
   c. Website: John McIntosh handing off to Kevin Large

C. Powerpoint Awareness Presentations. Subcommittee has worked on preliminary ideas and Nano Farabaugh is formatting the product. Ongoing

D. Community Collaboration

   a. Laura Medow reported on the positive educational meeting she had with Editorial Board of Tribune with Ann Thomas
   b. Laura reported on progress made in developing a strategy for suicide prevention and education by the PHM School Suicide Prevention Committee. Plan will be presented to the PHM board at the end of the summer.
   c. Ryan's Place Grief Seminar Oct 26th. We will post to our website and they will help us promote our conference as well.

E. Governance
   a. ASIST procedures were reviewed by subcommittee. Laura put out a call for help in marketing ASIST. Would need someone to quarterly send out a blanket email notice and contacts media to post; other ideas for developing marketing are welcome. Gary Robinson asked to consider taking this on.

4. Meeting Adjorned 5:19pm

Attachment: Conference Planning Meeting Minutes 7/13/05

"Death by Suicide: Healing and Surviving"
in honor of Herbert L. Adelman

Conference Planning Meeting

July 13, 2005
MINUTES

Present: Andra Press, Ann Thomas, Laura Medow, Nano Farabaugh, Theresa Carrico,, Abbee Smith

1. Review of last meeting

2. Budget Reviewed. Projected conference expenses: $37,180. Projected Revenue $30,500 if 250 attendees. Hope to have enough in-kind donations and monetary donations to cover the difference.

3. Brochure Review- Rebekah Go created a very professional product. See pdf she forwarded to committee

4. Reservations Made:
   a. Century Center $550 for Hall C and Great Hall is free. Requires $275 deposit by Sept 2
   b. Hotels
   c. Summit Planners

5. Candle Lighting Ceremony. No open flames allowed. Planning sub-committee needed for this. Ann Thomas will help coordinate
   a. Memory 'Wall'- Ann and Theresa will brainstorm on ideas to recognize those who have died by suicide.

6. Review of Itinerary

7. Continuing Education Credits-
   a. waiting for SJRMC and Memorial to approve their provision of credits for nursing and medical staff.
      i. Once the appropriate departments are contacted, they will need to review the materials, approve the number of credits, and then forward the correct wording back to us to include in our conf brochure.
   b. Social worker and guidance counselor credits to be done thru Intrigue Counseling

8. Jobs (see list)- still need individuals to take charge of some duties

9. Meeting with Hospitals. Both SJRMC and Memorial will be co-sponsors. They will provide $2000 cash and in kind donations in the form of marketing, printing, etc. Waiting for specifics from them on exactly what can be expected.

10. Mailing: we will set mailing date as August 18th, and hope to get all out info in time to get the brochure to print within the time specified by Mossberg.
    a. Volunteers needed to do mailing. Ann has a few volunteers from MHA and Andi will seek more. Will need a large room. Ann will take care of all details needed to do the mailing, which will be done under the Non-for-Profit number of UHS

11. Vendor Tables will be offered for $50. Covers amount need to skirt them and set them up

12. Marketing- Andi will head this. She distributed an idea listing at meeting.
    a. Could use volunteers to help with phone calls/contacts/ distribution of flyers or letters
    b. Mailing List: Laura is trying to locate the file from our 2003 conference (thought to be lost in computer crash; will contact previous mailing coordinators and see if file saved). If not, MHA has a file of about 5000 contacts we could use, then will have to add supplementary contacts (ie police, EMS, religious affiliations, etc)
    c. Cover letters to various disciplines need to be considered, then if agreed to be done, must be drafted by someone, and sent out by a subcommittee.
    d. SJRMC and Memorial have both 'offered' marketing help, but we don't have any particulars yet. Further communications awaiting.

Attachments- Job List (below)