

**COMMUNITY ALLIANCE OF SARASOTA COUNTY**

**SUBSTANCE ABUSE AND MENTAL HEALTH  
STAKEHOLDERS' CONSORTIUM**

**PLANNING COMMITTEE**

**January 24, 2006**

Members Present:

Ken Alexander	Bayside of SMH
Catherine Clouse	SCOPE
Pauline Macdonald	Coastal Behavioral Healthcare
Don Ottinger	SCOPE
Bob Piper	First Step
Bryan Pope	Salvation Army
Shelia Zelonis	SEDNET

Staff Present:

Bill Little	Sarasota County Health and Human Services
Chip Taylor	Sarasota County Health and Human Services
Michael Theall	Sarasota County Health and Human Services
Pauline Tracy	Sarasota County Health and Human Services

**Review of Community Forums**

Catherine Clouse advised the group that eight community forums have been completed in Sarasota, Venice, North Port, and Englewood with some excellent information surfacing during these forums. A few additional forums are planned for February for those groups that still need to be heard. The results of the forums are being compiled and a report will be forthcoming.

Discussion ensued regarding an attempt to get feedback from either the Criminal Justice Commission or those persons attending CIT training.

**Strategic Plan Outline**

A handout entitled "Strategic Plan Process" was distributed. Michael Theall stressed that the committee needs to get the plan on paper. The plan will have four parts: introduction and analysis of services, strategic concerns, strategic priorities and strategies of implementation. It is anticipated that the four sections can be written in two weeks per section with the four resulting drafts being circulated for comment upon completion.

Michael has agreed to write the first draft of each section and distribute them to the committee for feedback. He will incorporate the resulting feedback into the document that will be available for review by the committee at their next meeting.

Michael suggested that, once a list of strategic concerns is developed, they be put in order of priority. Discussion ensued regarding the difference between the analysis of services and the matrix. It was clarified that the analysis of services is more like a “state of the system” narrative. The results of the forum will be put in the strategic concerns section.

Michael will begin preparing the history section of the report while everyone is finishing his or her work on the matrix.

### **Review and Approval of Matrix Format**

The committee asked to have the matrix sent out to them again for final comments and corrections. Committee members committed to having their comments completed and submitted in a timely manner. Chip asked that the matrix be completed by the agencies and the history be completed by Michael by February 14.

### **Discussion of Mission, Vision, and Goal Statements**

Michael handed out a document for the committee to work from to develop the mission, vision and goal statements for the group. He asked that each member come up with ideas for these statements. He will send out an electronic copy to everyone. Bill Little reported that a mission and vision statement for the committee had been created previously. The committee could use this document to develop mission, vision and goals for the system as a whole to be used in the final report.

### **Next Meeting**

***The next meeting will be held on February 14 at 9:00 a.m. The committee will meet bi-weekly (Feb 14; Feb 28; Mar 14; Mar 28) until the document is completed. Michael will send out reminder notices and minutes to everyone.***