

SPF SIG Monthly Summary August 2008

Workgroups:

- The Executive Management Team - Did not meet this month. Next meeting scheduled for September 3, 2008. This committee meets quarterly
- SPF Advisory Board (formerly Strategies for Healthy Youth). Did not meet this month. Next meeting scheduled for September 25, 2008. This board meets quarterly.
- Community Epidemiology Surveillance Network (*the SEW has merged with the CESN*) – Next CESN meeting is September 23, 2008. This committee meets semiannually.

Other Items:

- KIT PCW – Reviewed development of reports, and use of the system for grantees to create their year two work plans.
- SPF staff participated in the following HMP meetings: Coordinating committee (members include a representative from all nine programs and departments involved in the HMP); leadership council meeting (Members include directors of all HMP coalitions and state level staff); project officer meeting (all state level HMP project officers and content specialists attend); and professional development committee meetings (to plan the December grantee meeting/conference). Continued work on completing the development of an accountability system; creating a project officer manual; develop a quarterly review process; review needs for list serves and databases; and discussed workplan prioritization process.
- SPF SIG Coordinator (and other OSA staff) attended the National State Systems Development Program and presented on Maine's Evidence Based Approval Process, and on Strategic Planning.
- SPF SIG Coordinator and an OSA Prevention Specialist co-moderated a 2 week online NE CAPT course on "Effective strategies: Building Blocks of Prevention" for prevention specialists across Maine.
- Agenda planned and presenters confirmed for the fall "Prevention Provider Day" for OSA grantees. The conference will be held November 13, 2008.
- SPF SIG Coordinator and Evaluator fielded several TA calls with local grantees to support their efforts on completing the Community Level Instrument (CLI), an evaluation tool required of local level SPF SIG grantees.
- Workforce Development Survey report completed. Components of the report are included in the workforce development framework that OSA prevention staff is developing through TA with the NE CAPT.