

**Knox County**  
**Substance Abuse Prevention**  
**Strategic Plan**

## **Substance Abuse Strategic Prevention Plan for Knox County August, 2007**

### **Introduction**

Antidotal information says Knox County is known for its substance use and abuse. That reputation is born out by the county's Maine Youth Drug and Alcohol Use Survey (MYDAUS) and other statistical data collected for this project. The Knox County Health Coalition (KCCHC) is appreciative and grateful for the opportunity to apply and receive this grant awarded by the Maine Office of Substance Abuse to assess substance abuse in Knox County, as well as to develop a strategic substance abuse plan for its residents.

In September, 2006 we commenced the assessment by first utilizing pre-existing data from the 2006 MYDAUS, OneME, Knox County Jail statistics, 2005/2006 subpopulation study, the Behavioral Risk Factor Surveillance System (BRFSS), as well as other information provided by Hornby-Zeller. After discussions with our Contract Administrator Anne Rogers, and receiving technical assistance from the Prevention Centers of Excellence (PCoEs), it was decided not to conduct focus groups, and to solely rely on information gleaned via key informant interviews. The two-person staff/prevention specialists of KCCHC collaborated with representatives from most of the towns in our county's cachment area, including school teachers and administrators, concerned citizens, parents, law enforcement, health care professionals, business and community organizers, and the faith community. From these strata of interested attendees and from KCCHC's Advisory Committee, a core working group was formed, and deemed "The Core Group". The Core Group met monthly. Meetings initially were held every four weeks, then bimonthly, alternating between noontime/lunch hours to early evening slots, to insure decreased barriers for attendance. The 10-month project was given a two-month extension in June.

The Core Group worked to conduct the assessment, gather additional data, and create a comprehensive prevention plan, utilizing the strategies of policy, enforcement, collaboration, communications, education, intervention, and alternatives. Research indicated that the top priorities to tackle for Knox County would be:

- underage alcohol use
- high risk drinking among young adults
- prescription drug misuse among youth and young adults

During the assessment process, it was determined that marijuana use by youth and adults was a substance of concern in Knox County. However, when the Office of Substance Abuse dropped that aspect of the SPF-SIG Plan, and it was not part of the HMP RFP targets, the Core Group determined that it would not be a priority for our plan. As informed by OSA, studies show that decreasing underage and high risk drinking also decreases marijuana use. So, the Core Group felt that the most economical way to address marijuana rates was to use evidence-based strategies for the prevention of underage and high-risk drinking. The strategies to address those areas will decrease use rates, and ultimately the rates of marijuana use within our county. If and when funding becomes available, it is KCCHC's goal to apply for such monies, and attack the marijuana problem in Knox County. In a similar vein, MYDAUS statistics pointed to a startling high use of inhalants by youth in a particular small coastal town. However, besides the lack of funding, this genre of substance abuse will not become part of our strategic prevention plan without advice and guidelines from the State Office of Substance Abuse.

Capacity building will continue to be an ongoing focus. Adding new partners from all possible sectors of our population, especially during the first year as we implement our strategies, as well as strengthening existing partnerships will be our concentration as we strive for a local prevention infrastructure that will interface seamlessly with the State’s developing Public Health Plan. To get the most from our existing funding, current data coupled with new information will need to be refined to produce the necessary knowledge and wisdom.

**Vision**

Knox County Community Health Coalition envisions a community that:

- works together to make positive changes in community attitudes and actions that will reduce high risk and illegal behavior
- shares ownership and responsibility for the wellbeing of all of its citizens to promote strong families, strong kids, and strong communities

**Description of Geographic Areas Covered in the Strategic Plan and Collaborating Partners**

Knox County’s SPEP strategic plan is directed at this Mid-Coast Maine community that is made up of 18 municipalities, five of these are island communities. Rockland is the county seat and service center for the 41,219<sup>1</sup> residents who live in this mostly coastal rural county that encompasses 366 square miles.

In a small, rural county such as Knox County, it is a challenge to recruit a broad representation of the residents. This is because a trait of people in this area is to be multi-faceted to survive! Many wear numerous hats. For example, it is not uncommon to find the small business owner also representing the concerned parent, as well as the graduate student studying public health. However, all names listed below are passionate members of our community who were dedicated to this assessment and strategic planning process:

<b>Name</b>	<b>Organization</b>
Stacey Belley	5 Town Communities That Care
Jeff Brawn	Intern, MSAD # 40
Rilla Bray	Educator, Family Planning
Cheryl Cichowski	Staff, KCCHC
Lisa Ettinger	Concerned Parent, Camden
Sgt. Don Finnegan	Rockland Police Department
Jayne Harper	WellnesSphere
Kay Henderson	Federal Grant Writer, Pen Bay Health Care
Carrie Horne	Assistant Director, NAMI, ME
Martha Kempe	Director, The Community School Passages Program
Jeff Kuller	Director, Camden Parks and Rec Department
Nancy Laite	HealthyWise, LLC
Henry Lunn	Educational and Career Counseling
Lt. Gerard Madden	Maine State Police, Thomaston Barracks
Carole Martin	Executive Director, Youthlinks
Woody Moore	School Health Coordinator, MSAD#5
George Mueller	MidCoast Business Advisors
Chuck Nguyen	Social Worker, MSAD # 40
Mary Orear	Executive Director, Mainely Girls

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<sup>1</sup> Fedstats Maine. Last Modified: Wednesday, 17-Jan-2007. <<http://www.fedstats.gov/qf/states/23/23013.html>>

Patricia Ott  
Connie Putnam  
Alice Shea  
Anne Smarella

RSVP Program Director, Penquis CAP  
Director, KCCHC  
Program Manager, Youthlinks  
RSVP Coordinator, Penquis CAP

### **Description of Planning Team and Process**

The Core Group met on an average of twice a month to identify data and priorities, to determine strategies, and to discuss collaborations and funding. The SPEP project manager provided oversight for the assessment and strategic planning, and welcomed the steering process and expertise provided by the Core Group. In addition to data from sources listed in the county profile provided from Hornby Zeller, the team reviewed The First Interim Report, Knox County Jail Study, and the Maine Suicide and Self-Injury Surveillance Report. The team performed interviews with 28 community key informants. The Strategic Prevention Planning Timeline looked like this:

#### **September, 2006 -**

- communicate with existing collaborators to explain scope and sequence of project
- recruit steering committee members from among coalition partners and collaborators – “The Core Group”
- review guide and suggested format and readiness assessment provided by OSA

#### **October, 2006 –**

- contact SPF–SIG Prevention Centers of Excellence for technical assistance to develop survey
- administer survey

#### **November, 2006 –**

- compare responses from collaborators and catalog similarities and differences
- identify data resources through a county-wide agency survey; request existing data
- identify missing community connections; enlist help to contact

#### **December, 2006 –**

- preliminary reassessment of data

#### **January, 2007 –**

- identification of gaps in needs and resources
- chart priorities
- recruit facilitators for information gathering groups

#### **February, 2007 –**

- host forum for stakeholders who can provide access and information about adults 18 to 64 (Age group later was revised to include only underage and youth/young adults in order to follow RFP requirements.)

#### **March, 2007 –**

- identify potential programming and providers; estimate costs
- recruit missing partners

#### **April, 2007 –**

- meet with The Core Group to review assessment
- complete assessment
- site review with SPF-SIG Coordinator

- prioritize intervening variables (County risk and protective factors)

**May and June, 2007 –**

- meet bimonthly with The Core Group to determine, refine, and revise strategies
- draft plan

**July, 2007 -**

- meet with The Core Group to finalize strategies
- align with new HMP/OSA work plan

**August, 2007 –**

- prioritize strategic plan to create a one-year action plan
- finalize and submit plan to OSA

**Processes Used to Interpret Information and Make Decisions**

Comparisons of rates of use and consequences were either validated or discredited by key informants; precedent set for targets and priorities.

**Prioritization of Goals and Objectives**

In reviewing the interviews and surveys, existing data, and OSA guidelines, the Core Group determined goals needed to encompass the county's issues surrounding youth and young adult alcohol use, and youth and young adult misuse of prescription drugs. The actual strategic planning process allowed us to fine tune objectives via the OSA distributed template; objectives were further defined and determined by our available resources.

**Summary of Strategies for  
Underage Drinking (14-18 year olds)  
High Risk Drinking among Young Adults (18-25 year olds)  
Prescription Drugs Misuse (18-25 year olds)**

<b>OBJECTIVE</b>	<b>STRATEGIES</b>	<b>BENCHMARKS</b>	<b>CAPACITY BUILDING ACTIONS</b>
<p>1. Increase effectiveness of local underage drinking law enforcement policies &amp; practices -based on Maine Chiefs of Police/Office of Substance Abuse (OSA) model policy</p>	<p>All law enforcement agencies have adopted the model policy and procedures for underage drinking enforcement created by the Maine Chiefs of Police and the Maine Office of Substance Abuse. To further support Law Enforcement in Knox County, KCCHC will use:</p> <p><b>Collaborative Strategy</b> - Meet with Knox County Law Enforcement to determine additional methods to support them and increase their effectiveness; continue and expand county meetings on underage drinking (MUDD) - meetings started 3/06- to provide both law enforcement and community members a chance for dialog about the underage drinking problem. OSA Parent Campaign/Social Marketing materials will be disseminated at meetings.</p> <p><b>Communication Strategy</b> – Use media outlets to ensure public awareness and understanding of policies and practices across the county by law enforcement i.e. penalties for hosting, furnishing, etc.</p>	<p>Letter sent April, 2007 to which all Knox County police departments responded, acknowledging that each has adopted said policy for underage drinking.</p> <p>By 8/31/08:</p> <ul style="list-style-type: none"> <li>• 4 meetings on underage drinking open to all residents will take place in Knox County</li> <li>• Minimum of 4 write-ups, announcing the meetings; results will appear in county media outlets</li> <li>• Coalition staff will meet a minimum of 1 time with Chief of each police department, including sheriff and state police</li> </ul>	<p>Reinforce collaboration with county-wide law enforcement by partnering in meetings on underage drinking, coalition meetings, joint trainings and workshops to assist law enforcement with media recognition of ongoing symbiotic efforts to enforce Maine Chiefs of Police and other community outreach.</p>

<p>2. Increase use of recommended parental monitoring practices for underage drinking</p>	<p><b>Communication Strategy</b> – Expand local dissemination of OSA’s Parent Campaign via PTO groups, Jr. and Sr. high school guidance counselors, parents of adolescences who attend Camden Teen Center, attendees at MUDD events, and parents also of kids who attend the Pen Bay YMCA Daycare and youth group of the First Congregational Church, Camden.</p>	<p>By 8/31/08:</p> <ul style="list-style-type: none"> <li>• Kick off of first MUDD meeting, Oct. 2007</li> <li>• Dissemination of OSA Parent Campaign/Social Marketing materials county wide to listed participants</li> </ul>	<p>Build collaborative capacity with county-wide parent groups, faith community, prevention agencies, and organizations to promote use of OSA Parent Campaign/Social Marketing materials.</p>
<p>3. Increase effectiveness of retailers’ policies and practices that restrict underage access</p>	<p><b>Education Strategy</b> – Educate and train Knox County retailers in the state-approved Responsible Beverage Service Training (RBS).  <b>Policy Strategy</b> – Introduce CardME program to Knox County retailers; adopt and advocate for implementation.</p>	<ul style="list-style-type: none"> <li>• By 8/31/08 provide minimum of 4 RBS trainings</li> <li>• Launch CardME program as soon as materials are available form OSA (being piloted summer, 2007)</li> </ul>	<ul style="list-style-type: none"> <li>• Educate and enhance awareness about SA problems and prevention needs by recruiting retailers to sit on HMP Action Team</li> <li>• Have staff and coalition members attend applicable state level OSA trainings to build capacity in order to translate and implement learning into prevention practice</li> </ul>
<p>4. Increase the number of schools (SAU’s) that adopt and implement a written substance abuse(SA) policy consistent with OSA recommendations</p>	<p><b>Collaboration Strategy - Provide</b> OSA approved MSAD#5 policy as model to other Knox County schools, specifically their Wellness/Administrative Teams.</p>	<p>Provide MSAD#5 Policy when OSA’s Guide is available, no later than 8/31/08. (“How to Guide” is expected to be released early Spring, 2008.)</p>	<p>Meet with MSAD#5 School Health Coordinator to receive completed school SA policy. Provide technical assistance to unfunded schools using MSAD#5 policy as model; provide advocate for use of OSA’s “How to Guide” to Wellness/Administrative Teams.</p>
<p>5. Increase effectiveness of school substance abuse policies</p>	<p><b>Communication Strategy</b> – Punch up media coverage of school’s using SA policies when OSA rolls out “How to</p>	<p>To be determined at the time that local schools use OSA’s “How to Guide”.</p>	<p>Increase capacity of schools to successfully address substance problems through policy and</p>

	<p>Guide”.</p> <p><b>Collaboration Strategy</b> - Collaborate with the Rockland Police Department (PD), Sgt. Don Finnegan (a state certified drug recognition expert), Juvenile DA Kendra Potz, and Knox County school administrators to provide educational presentations targeting school employees, parents, and caregivers.</p> <p><b>Education Strategy</b> – Monitor, model, and educate: Provide materials and presentations to Knox County school staff, educators, and parents that emphasize the impact of substance use on the adolescent brain, and the signs and symptoms of use so that school staff and parents/caregivers are able to determine if student is under the influence. This will have the dual affect of equipping these adults with good modeling behavior and the verbiage to discuss the health risks of SA with these children. Juvenile DA Kendra Potz will refer parents of offenders to community presentations; school administrators will provide space for meetings and encourage staff to attend.</p>		<p>environmental change; use tools i.e. media coverage to acknowledge positive results.</p>
<p>6. Reduce the appeal of underage drinking by increasing the awareness of health risks associated with underage drinking</p>	<p><b>Collaboration Strategy</b> - Collaborate with the Rockland Police Department (PD), Sgt. Don Finnegan (a state certified drug recognition expert), Juvenile DA Kendra Potz, and Knox</p>	<ul style="list-style-type: none"> <li>• Provide a minimum of 3 presentations with Sgt. Finnegan targeting school employees, parents, and caregivers</li> </ul>	<p>Expand existing external linkages capacity of community members i.e. school staff, parents, and juvenile DA, to translate learning into prevention practice. Ensure</p>



<p>(Note: Education provided to parent participants in these programs also supports the objective #7, below.)</p>	<p>County school administrators to provide educational presentations targeting school employees, parents, and caregivers.  <b>Education Strategy –</b>          Monitor, model, and educate: Provide materials and presentations to Knox County school staff, educators, and parents that emphasize the impact of substance use on the adolescent brain, and the signs and symptoms of use so that school staff and parents/caregivers are able to determine if student is under the influence. This will have the dual affect of equipping these adults with good modeling behavior and the verbiage to discuss the health risks of SA with these children. Juvenile DA Kendra Potz will refer parents of offenders to community presentations; school administrators will provide space for meetings and encourage staff to attend. <b>Communication Strategy –</b>          Blitz all media outlets with meeting announcements and recap, email schools and coalition partners, post on the appropriate websites i.e. Pen Bay YMCA.</p>	<ul style="list-style-type: none"> <li>• By 8/31/08 implement a minimum of 4 parent/child programs, “Connections”, specifically – <i>Boys Night Out, Mothers &amp; Sons, Mothers &amp; Daughters, and Dads &amp; Daughters</i></li> </ul>	<p>cultural capacity by preparing all media releases at a low literacy level, especially when referencing health terms; all other materials need to be disseminated at the same readable level.</p>
<p>7. Decrease counterproductive adult modeling behaviors</p>	<p><b>Education Strategy –</b></p> <ul style="list-style-type: none"> <li>• Host community meetings that feature expert panelists drawing on sectors such as law enforcement, youths, legal system, parents, school officials,</li> </ul>	<ul style="list-style-type: none"> <li>• By 8/31/08 a minimum of 6 meetings on underage drinking to be held in a variety of county locations</li> <li>• Continue and expand</li> </ul>	<p>Step up leadership capacity to engage a greater number of community members in SA prevention efforts, while dually increasing their awareness of prevention needs and efforts in</p>

	<p>physicians, and SA counselors emphasizing SA and the adolescent brain as well as the importance of adult modeling</p> <ul style="list-style-type: none"> <li>• Continue and expand evidence-based programs for parents and children i.e. “Connections”, specifically - <i>Boys Night Out, Mothers &amp; Sons, Mothers &amp; daughters, and Dads &amp; Daughters.</i></li> </ul> <p>Curriculum is evidence-based prevention education for youth and parents using Hawkins, JD, and RF Calatino, 1992 “Communities that Care” reviewed, <i>JAMA: Journal of the American Medicine Association</i>, 284:2341-2347. Holder, H. and A., JD Hawkins, KG Hill, RD Abbott (2001) “Childhood and Adolescent Predictors of Alcohol Abuse and Dependence in Young Adulthood” <i>Journal of Studies on Alcohol</i>, 62(6):754-762; Hawkins, JD, Van Horn, MW Arthur (2004), “Community Variation in Risk and Protective Factors and Substance Abuse Outcomes”, <i>Prevention Science</i>; from Embry, DD; Flannery, DJ; Vazsonyi, AT; Powell, K. &amp; Atha, H. (1996). <u>“Peacebuilders: A theoretically, driven, school-based model for early violence prevention.”</u> <i>American Journal of Preventive Medicine</i>, 12, 91-100 and</p>	<p>evidence-based “Connections” programs for parents and children</p>	<p>the county.</p>
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	<p><u>“The Role of Developmental Assets in Predicting Academic Achievement: A Longitudinal Study (EJ743740), Scales, Peter C; Benson Peter L.; Reohikepartain, Eugene C.; Sesma, Arturo, Jr.; van Dulman, Manfred, 2006 <i>Journal of Adolescence</i>, v29 n 5 p691-708 Oct 2006.and <u>Developmental Assets and the Middle School Counselor (EJ743314), Scales, Peter C. <i>Professional School Counseling</i>, v9 n2 p104-111 December 2005. Programs use the Socratic Method, regarding the risks of underage drinking. Examples of discussion questions: “What does alcohol do to your body, family, future?” ”The importance of parents are role models” “What about you?” “Who can help you make health decisions in your life?” “How do you handle peer pressure?” “Remember, it is illegal for anyone underage to have alcohol of any kind.” Reference materials including those provided by MCDC/OSA and ParentNet information will be distributed to parents. All activities and discussions are age appropriate and offer opportunities for youth and adults to participate equally.</u></u></p>		
<p>8. Decrease alcohol advertising/promotions that appeal to youth</p>	<p><b>Policy Strategy (Retailers) - Implement</b> CardME program by Knox County retailers.</p>	<p>By 8/31/09 present CardME to Knox County retailers; have at least 6 retailers on board by 1/10.</p>	<p>Enhance internal linkage capacity by increasing awareness of SA problems and preventive needs throughout all segments of the community; implement policy to</p>

			insure sustainability of prevention efforts.
<p>9. Increase effectiveness of policies/practices affecting social access to alcohol by youth for underage drinking</p>	<p><b>Collaboration Strategy</b> – Collaborate with Rockland PD’s Sgt. Don Finnegan, Juvenile DA Kendra Potz, county businesses, and area Chamber of Commerce to plan and present community education to employers, prioritizing those workplaces where teens and young adults work. Educate how to recognize the signs of alcohol and other substance use.</p> <p><b>Education Strategy</b> – Line up Sgt. Don Finnegan, a state certified drug recognition expert, to offer presentations that emphasize the impact of substance use and abuse on the adolescent brain, and how vulnerable employees are to SA in youth oriented workplaces ... blue collar occupations i.e. landscaping, restaurants, construction.</p> <p><b>Communication Strategy</b> – Use local media outlets to publicize meetings and results, as well as penalties rendered for furnishing and hosting.</p>	<p>By 8/31/08 have 1 presentation, then 2 presentations annually in years 2 and 3.</p>	<p>Educate community members about standards and attitudes that influence SA and prevention capacity in the county.</p>
<p>10. Reduce the appeal of high risk drinking by increasing the knowledge of health risks.</p>	<p><b>Communication Strategy</b> – Director of The Community School Passages Program, Martha Kempe, to access existing practices and resources on alcohol and SA prevention and treatment, working with the <i>Providers’ Network for Pregnant and Young Parent</i> program in Rockland, <i>Healthy</i></p>	<ul style="list-style-type: none"> <li>• By 8/31/08 assess agencies, develop training, train staff</li> <li>• By 8/31/09 implement among clients</li> </ul>	<p>Build cultural competency by systematically implementing plans to engage the diverse and vulnerable teen and young parent populations. (Note: The teen pregnancy rate (ages 15-19) in Knox County of 43.6 per 1,000 population is</p>

	<p><i>Kids in Damariscotta, and Parents are Teachers Too</i> in Waldo County. Determine gaps in knowledge and available resources, redundancies, best-practices, and training needs within each agency. <b>Education Strategy</b> – Develop and implement a plan to address gaps, to coordinate and deliver comprehensive training and education around the health risks of alcohol and SA for staff and collaborating agencies. <b>Policy Strategy</b> – Each agency listed above will be encouraged to implement education programs specific to its clientele.</p>		<p>considerably higher than the state average of 37.4 per 1,000. This rate varies from town to town in the county, with Rockland at a staggering rate of 84.6 per 1,000. <i>2000-2004 Maine Teen Data provided by Family Planning Association of Maine, Midcoast branch.</i>)</p>
<p>11. Decrease promotions and pricing that encourage high risk drinking among young adults</p>	<p><b>Education Strategy</b> – KCCHC staff and HMP Action Team to meet with county merchants and provide merchant education about the negative impacts of low pricing and special promotions. <b>Communication Strategy</b> – Use local media outlets and meetings on underage drinking to increase public awareness about the negative impacts of low pricing and special promotions. <b>Enforcement Strategy</b> - Increase conversations with law enforcement and liquor licensing regarding community concerns about promotions by local establishments.</p>	<ul style="list-style-type: none"> <li>• By 7/31/08 meet with and provide education for Knox County merchants</li> <li>• By 7/31/08 and ongoing, communicate with law enforcement</li> </ul>	<p>Build sustainability by involving community members in collaborative prevention efforts to change community norms.</p>
<p>12. Establish mechanisms in health care systems that increase use of screening and</p>	<p><b>Collaboration Strategy</b> – Provide OSA approved materials so that KCCHC supports county intervention,</p>	<p>By 9/1/07 implementation will commence.</p>	<ul style="list-style-type: none"> <li>• Expand capacity in monitoring use and abuse skills to inform</li> </ul>

<p>brief intervention to address high risk drinking</p>	<p>screening, and prevention efforts by our local health care center’s department for occupational health, safety and wellness, <i>Health Connections</i>.  <b>Policy Strategy</b> – Penobscot Bay Health Care (PBMC) will include C.A.G.E. assessment questionnaires pertaining to SA. (C.A.G.E. questionnaire method of alcoholism screening was peer reviewed: Ewing, John A. “Detecting Alcoholism: The C.A.G.E. Questionnaire” <i>JAMA</i> 252:1905-1907, 1984, Kitchens, JM (1994). “Does this patient have an alcohol problem?” <i>JAMA</i> 272 (22): 1782-7.PMID, Bernard, MW (1982). “... comparison of questionnaire and laboratory tests in the detection of excessive drinking and alcoholism/” <i>Lancet</i> 6 (8267): 325-8. PMID 6120322. It Is used in American Journal Psychiatry, 1974).</p>		<p>prevention and treatment efforts</p> <ul style="list-style-type: none"> <li>• Build on KCCHC’s structure to develop collaborative relationships that maximize use of existing funding, professional services, knowledge sharing, and networking, to enhance county prevention benefits</li> </ul>
<p>13. Increase effectiveness of retailers policies and practices that restrict availability of alcohol that encourages high risk drinking (i.e. reducing sales/service to visibly intoxicated adults)</p>	<p><b>Education Strategy</b> – Provide state approved seller/server training to reduce sales to visibly intoxicated young adults.  <b>Policy Strategy (retailers)</b> – Incorporate CardME Program for Retailers as soon as the program is available from OSA.  <b>Communication Strategy</b> – Use local media outlets to highlight retailers using CardME, acknowledging their social responsibility.</p>	<p>By 8/31/08 conduct 2 retailer trainings.</p>	<p>Increase and expand awareness of SA issues and prevention efforts throughout all segments of the community.</p>

<p>14. Reduce appeal of misuse of prescription drugs by increasing knowledge of health risks</p>	<p><b>Collaboration Strategy -</b> Collaborate with Sgt. Don Finnegan (State Certified Drug Recognition Expert), Rockland PD, Knox County school administrators, and Kendra Potz, Knox County Juvenile DA prioritizing those who hire teens and young adults. Provide educational presentations throughout the county on the signs, symptoms, and identification of and health risks associated with underage drinking and prescription drug misuse, and how to recognize signs of alcohol and other substance use. OSA materials disseminated at presentations.</p> <p><b>Education Strategy -</b> Presentations will target Knox County school staff, parents, and caregivers; information above will provide an understanding of adolescent brain chemistry, the health risks associated with high risk drinking, and the importance of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for meetings targeting school staff, and promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model, and educate youth about the health risks of high risk drinking. If funds and time allow, work will begin in years #2 and #3 to address</p>	<p>Sgt. Finnegan to provide a minimum of 3 presentations aimed specifically towards this age group, including education about the risks of misusing prescription drugs.</p>	<p>Increase external linkages by building relationships with the employers who typically hire this age group.</p>
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	<p>needs found on the University of Maine, Rockland campus.</p> <p><b>Communication Strategy –</b></p> <ul style="list-style-type: none"> <li>• Announcements of presentations will appear in local media outlets and emailed to schools and coalition partners including appropriate websites i.e. YMCA.</li> <li>• Sgt. Finnegan will offer presentations that emphasize the prevalence of substance abuse in the workplace, and as a possible site of easy access among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. Will connect to the HMP/OSA Worksite Health Framework. Announcements of presentations will appear in local media outlets, emailed to Chambers of Commerce, businesses, coalition partners, and on YMCA website, as well as other appropriate sites.</li> </ul>		
<p>15. Reduce availability of prescription drugs for purposes other than prescribed, by increasing prescribers and dispensers awareness of and use of the Prescription Monitoring Program (PMP) based on assessment-based local substance abuse prevention</p>	<p><b>Collaboration Strategy –</b> Meet with County law enforcement to determine local resources for proper storage and disposal of prescription drugs.</p> <p><b>Communication Strategy –</b> Increase public knowledge via local media outlets about proper storage and disposal of prescription drugs.</p>	<ul style="list-style-type: none"> <li>• By 8/31/08 meet with both law enforcement and media</li> <li>• By 8/31/09 and 8/31/10 (years 2 &amp; 3) expand and increase work already done ... PMP implemented</li> </ul>	<p>Increase community recognition of available prevention efforts, and how they are integrated within community intervention activities.</p>



priorities			
<p>16. Increase the number of employers with a substance abuse priority population workforce who use the HMP Worksite Health Framework to address underage/high risk drinking and misuse of prescription drugs</p>	<p><b>Collaboration Strategy</b> – Determine which Knox County businesses to contact for an HMP Worksite Health Framework presentation. Advocate implementation of the Framework.</p>	<ul style="list-style-type: none"> <li>• By 8/31/08 (or when available) attend the HMP Worksite Health Framework training provided by OSA</li> <li>• By 2009 meet with businesses and make presentations</li> </ul>	<p>Provide education to businesses about SA problems and prevention needs.</p>

**Planning/Logic Model**

<b>Problem Statement</b>	<b>Priority Goals/Expected Outcomes</b>	<b>Objectives</b>	<b>Strategies</b>
<p>Knox County has a high rate of alcohol use and alcohol related violations among youth 14 to 18 year olds.</p>	<p>Reduce underage drinking among Knox County youth.</p>	<p>Increase effectiveness of local underage drinking law enforcement policies and practices.</p>	<p>Meet with Knox County Law Enforcement to determine additional methods to support them and increase their effectiveness; continue and expand county meetings on underage drinking (MUDD) - meetings started 3/06- to provide both law enforcement and community members a chance for dialog about the underage drinking problem. OSA Parent Campaign/Social Marketing materials will be disseminated at meetings. Use media outlets to ensure public awareness and understanding of policies and practices across the county by law enforcement i.e. penalties for hosting, furnishing, etc.</p>
		<p>Increase parental monitoring practices for underage drinking.</p>	<p>Expand local dissemination of OSA’s Parent Campaign via PTO groups, Jr. and Sr. high school guidance counselors, parents of adolescents who attend Camden Teen Center, attendees at MUDD events, parents of kids who attend the Pen Bay YMCA Daycare, and youth group of the First Congregational Church, Camden.</p>
		<p>Increase effectiveness of retailers’ policies and practices that restrict access to alcohol by underage youth.</p>	<p>Educate and train Knox County retailers in the state-approved Responsible Beverage Service Training (RBS). Introduce CardME program to Knox County retailers; adopt and advocate for implementation.</p>
		<p>SAUs will adopt and implement a written substance abuse policy consistent with OSA recommendations.</p>	<p>Provide OSA approved MSAD#5 policy as model to other Knox County schools, specifically their Wellness/Administrative Teams.</p>
		<p>Increase effectiveness of school SA policies.</p>	<p>Punch up media coverage of school’s using SA policies when OSA rolls out “How to Guide”. Collaborate with the Rockland Police Department’s Sgt. Don Finnegan (a state certified drug recognition expert),</p>

			<p>Juvenile DA Kendra Potz, and Knox County school administrators to provide educational presentations targeting school employees, parents, and caregivers. Provide materials and presentations to Knox County school staff, educators, and parents that emphasize the impact of substance use on the adolescent brain, and the signs and symptoms of use so that school staff and parents/caregivers are able to determine if student is under the influence. This will have the dual affect of equipping these adults with good modeling behavior and the verbiage to discuss the health risks of SA with these children. Juvenile DA Kendra Potz will refer parents of offenders to community presentations; school administrators will provide space for meetings and encourage staff to attend.</p>
		<p>Reduce the appeal of underage drinking by increasing the awareness of health risks associated with underage drinking.</p>	<p>Collaborate with the Rockland Police Department’s Sgt. Don Finnegan (a state certified drug recognition expert), Juvenile DA Kendra Potz, and Knox County school administrators to provide educational presentations targeting school employees, parents, and caregivers. Provide materials and presentations to Knox County school staff, educators, and parents that emphasize the impact of substance use on the adolescent brain, and the signs and symptoms of use so that school staff and parents/caregivers are able to determine if student is under the influence. This will have the dual affect of equipping these adults with good modeling behavior and the verbiage to discuss the health risks of SA with these children. Juvenile DA Kendra Potz will refer parents of offenders to community presentations; school administrators will provide space for meetings and encourage staff to attend. Blitz all media outlets with meeting announcements and recap, email schools and coalition partners, post on the appropriate websites i.e. Pen Bay YMCA.</p>

		Decrease counterproductive adult modeling behaviors.	<p>Host community meetings that feature expert panelists drawing on sectors such as law enforcement, youths, legal system, parents, school officials, physicians, and SA counselors emphasizing effects of substances on the adolescent brain, and the importance of adult role modeling.</p> <p>Continue and expand evidence-based programs for parents and children i.e. “Connections”, specifically: Boys Night Out, Moms &amp; Sons, Mothers and Daughters, and Daughters ‘n Dads (Curriculum is evidence-based prevention education for youth and parents).</p>
		Decrease alcohol advertising/promotions that appeal to youth.	When the program becomes available, advocate to local retailers to implement CardME.
		Increase effectiveness of policies/practices affecting social access to alcohol by youth for underage drinking.	<p>Collaborate with Rockland PD’s Sgt. Don Finnegan, Juvenile DA Kendra Potz, county businesses, and area Chamber of Commerce to plan and present community education to employers, prioritizing those workplaces where teens and young adults work. Educate how to recognize the signs of alcohol and other substance use.</p> <p>Line up Sgt. Don Finnegan, a state certified drug recognition expert, to offer presentations that emphasize the impact of substance use and abuse on the adolescent brain, and how vulnerable employees are to SA in youth oriented workplaces ... blue collar occupations i.e. landscaping. restaurants, construction.</p> <p>Use local media to publicize meetings and results, as well as penalties rendered for furnishing and hosting.</p>
		Increase the number of employers with a SA priority population workforce who use the HMP Worksite Health Framework to address underage drinking.	Determine which Knox County businesses to contact for an HMP Worksite Health Framework presentation. Advocate implementation of the Framework

<b>Problem Statement</b>	<b>Priority Goals/Expected Outcomes</b>	<b>Objectives</b>	<b>Strategies</b>
<p>Knox County has a high rate of high-risk drinking and alcohol related crimes and arrests resulting in suicide, personal economic difficulty, diminished life potential, and family problems among 18-25 year olds.</p>	<p>Reduce high risk drinking among adults, especially those who are 18-25 years old.</p>	<p>Reduce appeal of high-risk drinking by increasing knowledge of the health risks.</p>	<p>Director of The Community School Passages Program, Martha Kempe, will assess existing practices and resources on alcohol and SA prevention and treatment, working with the <i>Providers' Network for Pregnant and Young Parent</i> program in Rockland, <i>Healthy Kids in Damariscotta</i>, and <i>Parents are Teachers Too</i> in Waldo County. Determine gaps in knowledge and available resources, redundancies, best-practices, and training needs within each agency. Develop and implement a plan to address gaps, to coordinate and deliver comprehensive training and education around the health risks of alcohol and SA for staff and collaborating agencies. Each agency listed above will be encouraged to implement education programs specific to its clientele.</p>
		<p>Decrease promotions and low pricing that encourage high- risk drinking among young adults.</p>	<p>KCCHC staff and HMP Action Team to meet with county merchants and provide merchant education about the negative impacts of low pricing and special promotions. Use local media outlets and meetings on underage drinking to increase public awareness about the negative impacts of low pricing and special promotions. Increase conversations with law enforcement and liquor licensing regarding community concerns about promotions by local establishments.</p>
		<p>Establish mechanisms in health care systems that increase use of screening and brief intervention to address high-risk drinking.</p>	<p>Pen Bay Health Care (PBHC) will implement the C.A.G.E. Substance Use questionnaire on each adult admission to the hospital, and anyone responding “yes” to one or more questions will be referred to appropriate intervention/treatment. Simultaneously, Health Connections will implement C.A.G.E. questionnaire with</p>

			<p>all PBHC employee assessments (1700 employees) and with all adolescents and adults using the Health Connections services through their employers. Any person answering “yes” to one or more questions will be referred to appropriate interventions/treatment. Note: <i>Health Connections, Occupational, Health and Safety, a division of PBHC (which is the only hospital in the county) provides health assessment services for all PBHC new hires and many local employers of youth and adults (including many blue collar occupations – contractors, schools, call centers, trucking and transportation).</i></p>
		<p>Increase effectiveness of retailers’ policies and practices that restricts availability of alcohol that encourages high- risk drinking (i.e. reducing sales/service to visibly intoxicated adults).</p>	<p>Provide state approved seller/server training to reduce sales to visibly intoxicated young adults.          Incorporate CardME Program for Retailers as soon as the program is available from OSA.          Use local media outlets to highlight retailers using CardME, acknowledging their social responsibility.</p>
		<p>Reduce appeal of high-risk drinking by increasing knowledge of health risks.</p>	<p>Collaborate with Rockland PD’s Sgt. Don Finnegan (State Certified Drug Recognition Expert), Knox County school administrators, and Knox County Juvenile DA Kendra Potz prioritizing those who hire teens and young adults.          Provide educational presentations throughout the county on the signs, symptoms, and identification of and health risks associated with underage drinking and prescription drug misuse, and how to recognize signs of alcohol and other substance use. OSA materials disseminated at presentations.          Presentations will target Knox County school staff, parents, and caregivers; information above will provide an understanding of adolescent brain chemistry, the health risks associated with high-risk drinking, and the importance of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for</p>

			<p>meetings targeting school staff, and promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model, and educate youth about the health risks of high risk drinking. If funds and time allow, work will begin in years #2 and #3 to address needs found on the University of Maine, Rockland campus.</p> <p>Announcements of presentations will appear in local media outlets and emailed to schools and coalition partners including appropriate websites i.e. YMCA. Sgt. Finnegan will offer presentations that emphasize the prevalence of substance abuse in the workplace, and as a possible site of easy access among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. Will connect to the HMP/OSA Worksite Health Framework. Announcements of presentations will appear in local media outlets, emailed to Chambers of Commerce, businesses, coalition partners, and on YMCA website, as well as other appropriate sites.</p>
		<p>Increase the number of employers with a substance abuse priority population workforce who use the HMP Worksite Health Framework to address high-risk drinking.</p>	<p>Determine which Knox County businesses to contact for an HMP Worksite Health Framework presentation. Advocate implementation of the Framework.</p>

<b>Problem Statement</b>	<b>Priority Goals/Expected Outcomes</b>	<b>Objectives</b>	<b>Strategies</b>
<p>Knox County has a higher than state average of drug violations, overdose deaths, and substance abuse treatment admissions among adults 18 to 25.</p>	<p>Decrease the rate of prescription drug use among adults 18 and older, especially 18 to 25 year olds.</p>	<p>Reduce appeal of misuse of prescription drugs by increasing knowledge of health risks.</p>	<p>Collaborate with Rockland PD’s Sgt. Don Finnegan (State Certified Drug Recognition Expert), Knox County school administrators, and Knox County Juvenile DA Kendra Potz prioritizing those who hire teens and young adults. Provide educational presentations throughout the county on the signs, symptoms, and identification of and health risks associated with underage drinking and prescription drug misuse, and how to recognize signs of alcohol and other substance use. OSA materials disseminated at presentations. Presentations will target Knox County school staff, parents, and caregivers; information above will provide an understanding of adolescent brain chemistry, the health risks associated with high risk drinking, and the importance of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for meetings targeting school staff, and promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model, and educate youth about the health risks of high-risk drinking. If funds and time allow, work will begin in years #2 and #3 to address needs found on the University of Maine, Rockland campus. Announcements of presentations will appear in local media outlets and emailed to schools and coalition partners including appropriate websites i.e. YMCA. Sgt. Finnegan will offer presentations that emphasize the prevalence of substance abuse in the workplace, and as a possible site of easy access among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. Will connect to the HMP/OSA Worksite</p>



			<p>Health Framework. Announcements of presentations will appear in local media outlets, emailed to Chambers of Commerce, businesses, coalition partners, and on YMCA website, as well as other appropriate sites.</p>
		<p>Reduce availability of prescription drugs for purposes other than prescribed, by increasing awareness and use by prescribers and dispensers of the Prescription Monitoring Program (PMP), based on assessment-based local substance abuse prevention priorities.</p> <p>Increase the number of employers with a substance abuse priority population workforce who use the HMP Worksite Health Framework to address underage/high-risk drinking and misuse of prescription drugs.</p>	<p>Meet with County law enforcement to determine local resources for proper storage and disposal of prescription drugs.</p> <p>Increase public knowledge via local media outlets about proper storage and disposal of prescription drugs.</p>
		<p>Increase number of employers with a SA priority population workforce who use the HMP Worksite Health Framework to address underage/high-risk drinking and misuse of prescription drugs.</p>	<p>Determine which Knox County businesses to contact for an HMP Worksite Health Framework presentation. Advocate implementation of the Framework.</p>

ONE YEAR ACTION PLAN

Goals	Objectives	Prevention and Capacity Building Activities	Timeline	Who is Responsible	Measures
<p><b>Reduce alcohol use among youth (especially 14-18 year olds)</b></p>	<p>Increase effectiveness of local underage drinking law enforcement policies &amp; practices (based on Maine Chiefs of Police/OSA model policy).</p>	<p>As all law enforcement agencies in Knox County have implemented and vigorously support the Maine Chiefs of Police/OSA model policy, KCCHC will use: <u>Collaboration strategy:</u> <i>Coalition-building between law enforcement and prevention community to establish underage drinking enforcement as shared priority.</i> Continue and expand county meetings on underage drinking (MUD meetings) started in March 06 to provide opportunity for law enforcement and community members to dialog about problem of underage drinking. Law enforcement, community members, and State personnel will serve on panels for presentations at the meetings. OSA Parent Campaign materials will be disseminated at meetings. Coalition staff and HMP Action Team will meet at least once annually with law enforcement agencies to determine other methods of collaboration and support. <u>Communication strategy:</u> <i>Work with police &amp; DA's office to publicize incidents of</i></p>	<p>Early-mid Sept. 2007 - dependant upon completion of contracting allowing for start of new hire</p>	<p>TBD, new hire, KCCHC OSA program specialist, KCCHC Director Connie Putnam, Sgt. Don Finnegan, Rockland Police Department, HMP Action Team</p>	<p>By 8/31/08 - 4 meetings on underage drinking open to all residents will take place in Knox County; minimum of 4 write-ups, announcing the meetings; results will appear in county media outlets. Coalition staff will meet a minimum of 1 time with Chief of each police department, including sheriff and state police.</p>

		<p><i>furnishers/hosts being caught &amp; prosecuted. Publicize penalties for furnishing and hosting. Use media strategically to increase community support for enforcement.</i></p> <p>Use local media outlets to ensure public are aware of policies and practices of all county law enforcement, penalties for hosting/furnishing. Reinforce collaboration with county-wide law enforcement by partnering in meetings on underage drinking, coalition meetings, joint trainings, and workshops to assist law enforcement with media recognition of ongoing symbiotic efforts to enforce Maine Chiefs of Police and other community outreach.</p>			
	<p>Increase use of recommended parental monitoring practices for underage drinking.</p>	<p><u>Communication strategy:</u> <i>Social marketing campaign &amp; materials targeting parents; publicize school policies and law enforcement policies regarding underage drinking.</i></p> <p>Expand local dissemination of OSA Parent Campaign: provide OSA materials to county PTO groups, school guidance counselors, YMCA childcare participants, parents of adolescents participating at the Camden Teen Center, Christian Ed. Dept. of</p>	<p>10/07 – dependant upon completion of contracting allowing for start of new hire</p>	<p>TBD, new hire, KCCHC OSA program specialist; Connie Putnam, KCCHC Director; HMP Action Team</p>	<p>Kick off of first MUDD meeting, Oct. 2007;; dissemination of OSA Parent Campaign/Social Marketing materials county wide to listed participants</p>

		Camden Congregational Church; juvenile DA to distribute to parents of adolescents in juvenile system. Build collaborative capacity with county-wide parent groups, faith community, prevention agencies, and organizations to promote use of OSA Parent Campaign/Social Marketing materials.			
	Increase effectiveness of retailers' policies and practices that restrict access to alcohol by underage youth.	<u>Education strategy:</u> Merchant education, <i>Clerk training, Responsible Beverage Service Training (RBS)</i> . Recruit retailers as members on HMP Action Team; sponsor state approved RBS trainings. <u>Policy Strategy:</u> <i>Minimum age of seller requirements, Training requirements, Checking age identification requirements, Responsible Retailing systems—management policies &amp; practices.</i> Working with OSA, introduce “Card ME” program to retailers, when available. HMP Action Team members assist OSA specialist to advocate to retailers to adopt program.	11/07	TBD, new hire, KCCHC OSA program specialist; HMP Action Team	Educate and enhance awareness about SA problems and prevention needs by recruiting retailers to sit on HMP Action Team. Have staff and coalition members attend applicable state level OSA trainings to build capacity in order to translate and implement learning into prevention practice.
	Reduce appeal of underage drinking by increasing knowledge of the health risks.	<u>Collaboration Strategy:</u> <i>Partnership with local media, parent groups, schools, doctor's offices, businesses, etc. to get the message out.</i>	10/07 - dependant upon completion of contracting	KCCHC TBD/OSA Program Specialist; Sgt. Don Finnegan,	Provide a minimum of 3 presentations with Sgt. Finnegan targeting school employees, parents, and caregivers. By 8/31/08 implement a minimum

		<p>Collaborate with Sgt. Don Finnegan (State Certified Drug Recognition Expert), Rockland PD; Knox County school administrators; Kendra Potz, Knox County Juvenile DA to provide educational presentations throughout the county on the signs, symptoms, identification of and health risks associated with underage drinking and prescription drug misuse. OSA materials disseminated at presentations.</p> <p><u>Education Strategy:</u> <i>Community parent meetings to educate parents about effective monitoring practices.</i> Presentations will target Knox County school staff, parents, and caregivers. Information above will provide an understanding of adolescent brain chemistry, the health risks associated with high risk drinking, the importance of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for meetings targeting school staff, promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model and educate youth about the health</p>	<p>allowing for start of new hire</p>	<p>Rockland PD; Connie Putnam, KCCHC Director; HMP Action Team; Knox-Waldo-Lincoln-Sagadahoc Juvenile DA, Kendra Potz</p>	<p>of 4 parent/child programs, “Connections”, specifically – <i>Boys Night Out, Mothers &amp; Sons, Mothers &amp; Daughters, and Dads &amp; Daughters.</i></p>
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		<p>risks of high risk drinking.  <u>Communication strategy:</u> <i>Social marketing campaign &amp; materials targeting parents; publicize school policies and law enforcement policies regarding underage drinking.</i>          Announcements of presentations will appear in local media outlets, emailed to schools, coalition partners on YMCA website, others as appropriate. Expand existing external linkages capacity of community members i.e. school staff, parents, and juvenile DA, to translate learning into prevention practice. Ensure cultural capacity by preparing all media releases at a low literacy level, especially when referencing health terms; all other materials need to be disseminated at the same readable level.</p>			
	<p>Decrease counterproductive adult modeling behaviors.</p>	<p><u>Education Strategy:</u> <i>Community parent meetings to educate parents about effective monitoring practices.</i>          Continue and expand evidence based programs for parents and children – Boys Night Out, Daughters ‘n Dads, Moms &amp; Sons, Moms and Daughters. Curriculum is evidence- based prevention education for youth and parents using Hawkins, J.D., and R.F.</p>	<p>10/07</p>	<p>Henry Lunn, M.Ed, Connections Program/KCCC H Advisory Bd. member; HMP Action Team</p>	<p>By 8/31/08 - minimum of 6 meetings on underage drinking to be held in a variety of county locations. Continue and expand evidence-based “Connections” programs for parents and children.</p>

		<p>Calatino, 1992“Communities That Care” reviewed, <i>JAMA: Journal of the American Medicine Association</i>, 284:2341-2347.</p> <p>Holder, H. and A.; J.D. Hawkins, K. G. Hill, R.D. Abbott (2001)”Childhood and Adolescent Predictors of Alcohol Abuse and Dependence in Young Adulthood” <i>Journal of Studies on Alcohol</i>, 62(6):754-762;Hawkins, J.D., Van Horn, M.W. Arthur (2004), “Community Variation in Risk and Protective Factors and Substance Abuse Outcomes,” <i>Prevention Science</i>; from Embry, D.D.; Flannery, D.J.; Vazsonyi, A.T.; Powell, K., &amp; Atha, H.(1996). <u>“Peacebuilders: A theoretically driven, school-based model for early violence prevention.”</u> <i>American Journal of Preventive Medicine</i>, 12, 91-100 and <u>“The Role of Developmental Assets in Predicting Academic Achievement: A Longitudinal Study</u> (EJ743740), Scales, Peter C; Benson Peter L.; Reohikepartain, Eugene C.; Sesma, Arturo, Jr.; van Dulman, Manfred, 2006 <i>Journal of Adolescence</i>, v29 n 5 p691-708 Oct 2006.and <u>Developmental Assets and the Middle School Counselor</u> (EJ743314), Scales, Peter C.</p>			
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		<p><i>Professional School Counseling, v9 n2 p104-111 December 2005.</i>          Programs use the Socratic Method, regarding the risks of underage drinking. Examples of discussion questions: “What does alcohol do to your body, family, future?” “The importance of parents are role models” “What about you?” “Who can help you make health decisions in your life?” “How do you handle peer pressure?” “Remember, it is illegal for anyone underage to have alcohol of any kind.” Reference materials including those provided by MCDC/OSA and ParentNet information will be distributed to parents. All activities and discussions are age appropriate and offer opportunities for youth and adults to participate equally. Step up leadership capacity to engage a greater number of community members in SA prevention efforts, while dually increasing their awareness of prevention needs and efforts in the county.</p>			
	<p>Increase effectiveness of policies/practices affecting social access to alcohol by youth for underage drinking.</p>	<p><i>Collaboration Strategy: Coalition-building between law enforcement and prevention community to establish underage drinking enforcement as shared priority.</i>          Collaborate with Sgt. Don Finnegan, Rockland PD; Kendra</p>	<p>2/08</p>	<p>KCCHC          TBD/OSA          Program          Specialist;          Sgt. Don          Finnegan,          Rockland Police</p>	<p>Educate community members about standards and attitudes that influence substance abuse and prevention capacity in the county.</p>



		<p>Potz, Juvenile DA; Knox County Chambers of Commerce; Knox County businesses to provide education presentations for employers, prioritizing those who hire teens and young adults, on how to recognize signs of alcohol and other substance use.</p> <p><u>Communication Strategy:</u> <i>Work with police &amp; DA's office to publicize incidents of furnishers/hosts being caught &amp; prosecuted. Publicize penalties for furnishing and hosting. Use media strategically to increase community support for enforcement.</i></p> <p>Sgt. Finnegan (state certified drug recognition expert) will offer presentations similar to above, emphasizing prevalence of substance abuse in the workplace, and as a possible site of easy access among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. Will connect to the HMP/OSA Worksite Health Framework. Announcements of presentations will appear in local media outlets, emailed to Chambers of Commerce, businesses, coalition partners on YMCA website, others as appropriate. Educate community</p>		<p>Dept; Connie Putnam, KCCHC Director; HMP Action Team</p>	
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		members about standards and attitudes that influence SA and prevention capacity in the county.			
	Increase the number of schools (SAU's) that adopt and implement a written substance abuse (SA) policy consistent with OSA recommendations.	<p><u>Collaboration Strategy:</u> Provide OSA approved MSAD #5 SA policy as a model to other, non-funded schools' Administrative/Wellness Teams in Knox County. Provide and advocate for use of OSA's "How To Guide" for Development and Implementation of Effective School Substance Abuse Policies and Procedures when Guide is available from OSA. Meet with MSAD#5 School Health Coordinator to receive completed school SA policy. Provide technical assistance to unfunded schools using MSAD#5 policy as model; provide advocate for use of OSA's "How to Guide" to Wellness/Administrative Teams</p>	TBD by when MSAD #5 adopts written policy	KCCHC TBD/OSA Program Specialist; Lead Connie Putnam, KCCHC Director; Woody Moore, MSAD #5 SHC; HMP Action Team	Provide MSAD#5 Policy when OSA's Guide is available, no later than 8/31/08. ("How to Guide" is expected to be released early Spring, 2008.)
	Increase effectiveness of school SA policies.	<p><u>Communication Strategy</u> – Punch up media coverage of school's using SA policies when OSA rolls out "How to Guide". <u>Collaboration Strategy</u> - Collaborate with the Rockland Police Department (PD), Sgt. Don Finnegan (a state certified drug recognition expert); Juvenile DA Kendra Potz; and Knox County school administrators to provide</p>	To be determined at the time that local schools use OSA's "How to Guide".	KCCHC TBD/OSA Program Specialist; Sgt. Don Finnegan, Rockland PD; Connie Putnam, KCCHC Director; HMP Action Team; Knox-Waldo-	Increase capacity of schools to successfully address substance problems through policy and environmental change; use tools i.e. media coverage to acknowledge positive results.

		<p>educational presentations targeting school employees, parents, and caregivers.  <u>Education Strategy</u> – Monitor, model, and educate: Provide materials and presentations to Knox County school staff, educators, and parents that emphasize the impact of substance use on the adolescent brain, and the signs and symptoms of use so that school staff and parents/caregivers are able to determine if student is under the influence. This will have the dual affect of equipping these adults with good modeling behavior and the verbiage to discuss the health risks of SA with these children. Juvenile DA Kendra Potz will refer parents of offenders to community presentations; school administrators will provide space for meetings and encourage staff to attend.</p>		<p>Lincoln-Sagadahoc Juvenile DA, Kendra Potz</p>	
<p><b>Reduce high-risk drinking among adults (especially 18-25 year olds)</b></p>	<p>Reduce appeal of high-risk drinking (among 18-25 year olds) by increasing knowledge of the health risks.</p>	<p><i>Collaboration strategy: Distribute information about available assessment-feedback services, educational programs and/or “self-help” materials including self-administered survey and feedback. Conduct media advocacy to increase public awareness of consequences resulting from high-risk drinking. Include information</i></p>	<p>9/07</p>	<p>Martha Kempe, The Community School, Director, Passages Program/KCCH C Advisory Bd. member</p>	<p>By 8/31/08 - assess agencies, develop training, train staff.  By 8/31/09 - implement among clients.</p>

		<p><i>regarding health and safety risks and consequences of violating policy when employees are informed of the employer's drug-free workplace policy.</i> Collaborate with Provider Network of Knox County for Pregnant and Parenting Youth; Knox County Teen and Young Parent Program; Healthy Kids of Damariscotta; Parents are Teachers Too of Waldo County to assess existing practices, knowledge of the health risks of high risk drinking, prevention, and treatment resources; determine gaps in knowledge and available resources, redundancies, best practices, and training needs within each agency. <u>Education strategy:</u> <i>Work with colleges and workplaces to distribute informational materials and/or pass policies to institutionalize the program.</i> Develop and implement a plan to address gaps, coordinating and delivering, comprehensive training and education around the health risks of alcohol and SA in collaborating agencies. Collaborating agencies provide training for staff. <i>Note: The teen (ages 15-19) pregnancy rate in Knox County of 43.6 per 1,000 population is considerably higher</i></p>			
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		<p><i>than the state average of 37.4 per 1,000. This rate varies from town to town in the county, with Rockland at a staggering rate of 84.6 per 1000. (2000-2004 Maine Teen Data provided by Family Planning Association of Maine, MidCoast branch). The effect of the high rate of young adult alcohol (and marijuana) use in Knox County is even more impactful to the community as so many are also young parents. Build cultural competency by systematically implementing plans to engage the diverse and vulnerable teen and young parent populations.</i></p>			
	<p>Decrease promotions and pricing that encourage high-risk drinking among young adults (18-25 year olds).</p>	<p><u>Education Strategy:</u> <i>Merchant education about the negative impacts of low pricing and promotions.</i>          OSA program specialist, HMP Action Team members meet with and provide Knox county merchants education, using OSA approved information, about the negative impact of low pricing.  <u>Communication Strategy:</u> <i>Strategic use of the media to increase public awareness of negative impacts of low pricing and promotions.</i> Use local media outlets and MUD meetings to increase public awareness of negative impacts of</p>	<p>12/07</p>	<p>TBD, new hire, KCCHC OSA program specialist          HMP Action Team</p>	<p>By 7/31/08 - meet with and provide education for Knox County merchants.          By 7/31/08 and ongoing, communicate with law enforcement.</p>

		<p>low pricing and promotions.  <u>Enforcement Strategy:</u> <i>Compliance checks to make sure pricing and promotions are compliant with law. Increase communication with law enforcement and Liquor Licensing regarding citizen concerns about promotions by local establishments. Ensure that Drug-Free Workplace Policies are followed when planning work-sponsored events. Increase conversations with law enforcement and Liquor Licensing regarding community concerns about promotions at Knox County establishments. Build sustainability by involving community members in collaborative prevention efforts to change community norms.</i></p>			
	<p>Establish mechanisms in health care systems that increase use of screening and brief intervention to address high-risk drinking.</p>	<p><u>Policy Strategy:</u> <i>College or workplace policies to offer personalized assessment-feedback to every student/employee, and/or require all students/employees to take evidence-based course as part of general orientation. Require those who break school/business substance abuse policy to participate in assessment-feedback and/or educational program. Pen Bay Health Care (PBHC) will implement the C.A.G.E. Substance Use questionnaire on each adult</i></p>	<p>September 07</p>	<p>Sue Butler, RNC, Occupational Health Nurse, Pen Bay Health Care (PBHC)Occupational Health Dept. (lead); Charlotte Campbell, FNP-C, Health Connections; Lise Desjardins, FNP-C, Health</p>	<p>C.A.G.E. Substance Abuse Questionnaire conducted on each adult admission to PBHC and referral to appropriate intervention/treatment; C.A.G.E. Questionnaire used with all new hires processed through Health Connections.</p>

		<p>admission to the hospital. Anyone responding “yes” to one or more questions will be referred to appropriate intervention/treatment. Simultaneously, Health Connections will implement C.A.G.E. questionnaire with all PBHC employee assessments (1700 employees) and with all adolescent and adults using the Health Connections services through their employers. Any person answering ‘yes’ to one or more questions will be referred to appropriate interventions/treatment. C.A.G.E. questionnaire method of alcoholism screening was peer reviewed: Ewing, John A. “Detecting Alcoholism: The C.A.G.E. Questionnaire” <i>JAMA</i> 252:1905-1907, 1984, Kitchens, JM (1994). “Does this patient have an alcohol problem?” <i>JAMA</i> 272 (22): 1782-7.PMID, Bernadt, MW (1982). “comparison of questionnaire and laboratory tests in the detection of excessive drinking and alcoholism/” <i>Lancet</i> 6 (8267): 325-8. PMID 6120322. It Is used in thousands of hospital and healthcare settings around the world. Expand capacity in monitoring use and abuse skills to inform prevention and treatment</p>		<p>Connections Occupational Health and Safety, a division of Pen Bay Health Care, the only hospital in the county, provides health assessment services for all PBHC new hires and many local employers of youth and adults (including many blue collar occupations i.e. contractors, schools, call centers, trucking, and transportation</p>	
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		<p>efforts Build on KCCHC’s structure to develop collaborative relationships that maximize use of existing funding, professional services, knowledge sharing, and networking, to enhance county prevention benefits.</p>			
<p><b>Reduce misuse of prescription drugs (especially 18-25 year olds)</b></p>	<p>Reduce appeal of misuse of prescription drugs by increasing knowledge of health risks.</p>	<p><u>Collaboration Strategy -</u> Collaborate with Sgt. Don Finnegan (State Certified Drug Recognition Expert), Rockland PD; Knox County school administrators; Kendra Potz, Knox County Juvenile DA prioritizing those who hire teens and young adults. Provide educational presentations throughout the county on the signs, symptoms, and identification of and health risks associated with underage drinking and prescription drug misuse, and how to recognize signs of alcohol and other substance use. OSA materials disseminated at presentations. <u>Education Strategy -</u> Presentations will target Knox County school staff, parents, and caregivers; information above will provide an understanding of adolescent brain chemistry, the health risks associated with high-risk drinking, and the importance</p>	<p>10/07 - dependant completion of contracting allowing for start of new hire</p>	<p>KCCHC TBD/OSA Program Specialist; Sgt. Don Finnegan, Rockland PD; Connie Putnam, HMP Action Team</p>	<p>Sgt. Finnegan to provide a minimum of 3 presentations aimed specifically towards this age group, including education about the risks of misusing prescription drugs.</p>



		<p>of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for meetings targeting school staff, and promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model, and educate youth about the health risks of high- risk drinking. If funds and time allow, work will begin in years #2 and #3 to address needs found on the University of Maine, Rockland campus.</p> <p><u>Communication Strategy</u> Announcements of presentations will appear in local media outlets and emailed to schools and coalition partners including appropriate websites i.e. YMCA. Sgt. Finnegan will offer presentations that emphasize the prevalence of substance abuse in the workplace, and as a possible site of easy access among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. Will connect to the HMP/OSA Worksite Health Framework.</p> <p>Announcements of presentations will appear in local media outlets,</p>			
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		<p>emailed to Chambers of Commerce, businesses, coalition partners, and on YMCA website, as well as other appropriate sites. Increase external linkages by building relationships with the employers who typically hire this age group.</p>			
	<p>Reduce availability of prescription drugs for purposes other than prescribed, by increasing prescribers and dispensers awareness of and use of the Prescription Monitoring Program (PMP) based on assessment-based local substance SA prevention priorities.</p>	<p><u>Collaboration Strategy</u> – Meet with County law enforcement to determine local resources for proper storage and disposal of prescription drugs. <u>Communication Strategy</u> – Increase public knowledge via local media outlets about proper storage and disposal of prescription drugs. Increase community recognition of available prevention efforts, and how they are integrated within community intervention activities.</p>	<p>By 8/31/08 (or when available) - attend the HMP Worksite Health Framework training provided by OSA</p>	<p>KCCHC TBD/OSA Program Specialist, HMP Action Team</p>	<p>By 8/31/08 - meet with County law enforcement; increase community awareness/education via local media coverage.</p>
	<p>Increase the number of employers with a SA priority population workforce who use the HMP Worksite Health Framework</p>	<p><u>Collaboration Strategy:</u> <i>Work with employers to adopt HMP Worksite Health Framework incorporating a Drug-Free Workplace.</i> KCCHC staff, HMP Action Team members attend Worksite Health Framework trainings provided by</p>	<p>TBD when HMP Worksite Health Framework trainings are provided</p>	<p>KCCHC TBD/OSA Program Specialist, Lead; HMP Action Team Connie Putnam, Coalition</p>	<p>KCCHC staff attend training.</p>

	<p>to address underage/high-risk drinking and misuse of prescription drugs.</p>	<p>OSA.                  Review information received, decide on businesses to target in year one.                  Obtain any applicable materials from OSA. Contact businesses; request meeting to discuss implementing framework. Meet with businesses, present information, materials; provide TA as requested. Provide education to businesses about SA problems and prevention needs.</p>		<p>Director</p>	
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### FUNDING PLAN

Planned activities/strategies	Estimated level of funding necessary	In kind donations	Potential funding sources	Steps to secure funding	Who is responsible
<p>Continue and expand county meetings on underage drinking (MUD meetings) started in March 06, to provide opportunity for law enforcement and community members to dialog about problem of underage drinking. Law enforcement, community members and State personnel will serve on panels for presentations at the meetings. OSA Parent Campaign materials will be disseminated at meetings. Coalition staff and HMP Action Team will meet at least once annually with law enforcement agencies to determine other methods of collaboration and support.</p>	<p>Grant staff time; TBD meeting expenses – cost of meeting space and other expenses – coffee, snacks, etc., handout materials (if other than OSA) minimal if any other expenses</p>	<ol style="list-style-type: none"> <li>1. Local law enforcement personnel to assist in planning and attendance at meetings.</li> <li>2.State personnel to attend occasional meetings</li> <li>3. OSA to provide Parent Campaign materials</li> <li>4. HMP Action Team members’ time in meetings</li> </ol>	<p>Grant contract will pay for staff time and travel, misc. meeting and materials expenses for year one – three, depending on renewal of contract</p>	<p>Appropriate steps for year 2 and 3 contract renewal; in year three assess success, possible continuation, review availability of community/other funds or groups willing to continue organization of meetings</p>	<p>KCCHC new hire, Substance Abuse prevention specialist; KCCHC Coalition Director, Connie Putnam; HMP Action Team</p>
<p>Use local media outlets to ensure public is aware of policies and practices of all county law enforcement,</p>	<p>Grant staff time and travel; minimal if any other expenses.</p>	<p>Local media outlets have and will continue to print press</p>	<p>Grant contract will pay for staff time and travel, misc. meeting and materials</p>	<p>Appropriate steps for year 2 and 3 contract renewal; in year three assess success, possible continuation, review availability of community/other funds or</p>	<p>KCCHC new hire, Substance Abuse prevention specialist; KCCHC Coalition Director, Connie</p>

<p>penalties for hosting/furnishing. Reinforce collaboration with county-wide law enforcement by partnering re: meetings on underage drinking, coalition meetings, joint trainings, and workshops to assist law enforcement with media recognition of ongoing symbiotic efforts to enforce Maine Chiefs of Police and other community outreach.</p>		<p>releases, articles, etc. provided by KCCHC; have and will continue to print editorials supporting KCCHC and MUD meetings</p>	<p>expenses for year one – three depending on renewal of contract</p>	<p>groups to continue creation and submission of press releases, meetings</p>	<p>Putnam; HMP Action Team</p>
<p>Expand local dissemination of OSA Parent Campaign: provide OSA materials to county PTO groups, school guidance counselors, YMCA childcare participants, parents of adolescents participating at the Camden Teen Center, Christian Ed. Dept. of Camden Congregational Church; juvenile DA to distribute to parents of adolescents in juvenile system.</p>	<p>Grant staff time and travel; minimal if any other expenses.</p>	<p>HMP Action Team members’ time advocating to merchants.</p>	<p>Grant contract will pay for staff time and travel, misc. meeting and materials expenses for year one – three depending on renewal of contract</p>	<p>Appropriate steps for year 2 and 3 contract renewal; in year three access success, ongoing support from OSA to provide materials, availability of others to continue dissemination, meeting efforts</p>	<p>KCCHC new hire, Substance Abuse prevention specialist; KCCHC Coalition Director, Connie Putnam, HMP Action Team</p>
<p>Recruit retailers as members on HMP Action Team; sponsor state</p>	<p>Grant staff time, travel; minimal if any other expenses.</p>	<p>HMP Action Team members’</p>		<p>Appropriate steps for year 2 and 3 contract renewal; in year three access success - number of Knox County merchants that</p>	<p>TBD, KCCHC new hire, Substance Abuse prevention specialist; KCCHC Coalition</p>

<p>approved RBS trainings; working with OSA, introduce “CardME” program to retailers, when available. HMP Action Team members assist OSA specialist to advocate to retailers to adopt program.</p> <p>Collaborate with Sgt. Don Finnegan (State Certified Drug Recognition Expert), Rockland PD and Knox County school administrators to provide educational presentations throughout the county on the signs, symptoms, identification of and health risks associated with underage drinking and prescription drug misuse. OSA materials disseminated at presentations. Presentations will target Knox County school staff, parents, and caregivers. Information above will provide an understanding of adolescent brain chemistry, the health risks associated with high-risk drinking, the</p>	<p>\$2050 (subcontract award)</p>		<p>Grant contract will pay for staff time, travel for year one – three depending on renewal of contract</p> <p>Grant contract will pay for subcontract award year one – three depending on renewal of contract. Determine possibility of being absorbed as part of Rockland PD Community Policing efforts in collaboration with schools, local Chambers of Commerce, or Juvenile Justice</p>	<p>have/have not attended RBS trainings. Ongoing support from OSA to provide trainings/ materials</p> <p>Appropriate steps for year 2 and 3 contract renewal; in year three assess success of community meetings, discuss possibility of activity being taken on by Rockland PD, schools, local Chambers of Commerce.</p>	<p>Director, Connie Putnam, HMP Action Team</p> <p>KCCHC TBD/OSA Program Specialist, Sgt. Don Finnegan, Rockland PD, Connie Putnam, KCCHC Director, HMP Action Team, Knox-Waldo-Lincoln-Sagadahoc Juvenile DA, Kendra Potz</p>
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<p>importance of adult role modeling. Juvenile DA Kendra Potz will refer parents of juvenile offenders to community presentations; school administrators will provide space for meetings targeting school staff, promote and encourage staff to attend. Information provided will allow parents, caregivers, and school staff to monitor, model, and educate youth about the health risks of high-risk drinking. Additionally, collaborate with Sgt. Don Finnegan, Rockland PD; Kendra Potz, Juvenile DA; Knox County Chambers of Commerce, and Knox County businesses to provide education presentations for employers, prioritizing those who hire teens and young adults, on how to recognize signs of alcohol and other substance use. These presentations will emphasize prevalence of substance abuse (SA) in the workplace, and as a possible site of easy access</p>					
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<p>among certain youth oriented occupations i.e. blue collar worksites such as landscapers, restaurants, etc. and connect to the HMP/OSA Worksite Health Framework. Continue and expand evidence-based programs for parents and children: Boys Night Out, Daughters ‘n Dads, Moms &amp; Sons, Moms and Daughters. Curriculum is evidence-based prevention education for youth and parents. Programs use the Socratic Method, regarding the risks of underage drinking. Examples of discussion questions: “What does alcohol do to your body, family, future?” “The importance of parents as role models.” “What about you?” “Who can help you make health decisions in your life?” “How do you handle peer pressure?” “Remember, it is illegal for anyone underage to have alcohol of any kind.” Reference materials including those provided by MCDC/OSA and ParentNet</p>	<p>\$1,000 (subcontract award)</p>		<p>Grant contract will pay for subcontract award year one – three depending on renewal of contract. Additionally, currently researching other grant funding – example: YMCA National, Ben &amp; Jerry’s, The Maine Community Foundation, JJAG, local funders - MidCoast Integrated Health Collaborative, Boys to Men, Rotary, Kiwanis, Lion’s</p>	<p>Appropriate steps for year 2 and 3 contract renewal; continuation of search for other funding sources.</p>	<p>Henry Lunn, M.Ed, Connections Program/KCCCH Advisory Bd. member; Connie Putnam, KCCHC Director,</p>
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<p>information will be distributed to parents. All activities and discussions are age appropriate and offer opportunities for youth and adults to participate equally. Provide OSA approved MSAD #5 SA policy as a model to other non-funded schools Administrative/Wellness Teams in Knox County. Provide and advocate for use of OSA’s “How To Guide for Development and Implementation of Effective School Substance Abuse Policies and Procedures” when Guide is available from OSA. Meet with MSAD#5 School Health Coordinator to receive completed school SA policy. Provide technical assistance to unfunded schools using MSAD#5 policy as model; provide advocate for use of OSA’s “How to Guide” to Wellness/Administrative Teams. Punch up media coverage of school’s using SA policies when OSA</p>	<p>Grant staff, travel time; TBD meeting expenses – cost of meeting space and other expenses – coffee, snacks, etc, handout materials if other than OSA, minimal if any other expenses.</p> <p>\$1,000 (subcontract</p>		<p>Grant contract will pay for staff time, travel for year one – three depending on renewal of contract</p> <p>Grant contract</p>	<p>Appropriate steps for year 2 and 3 contract renewal; determine in year 3 the number of schools adopting policy and the need to continue.</p>	<p>KCCHC TBD/OSA Program Specialist, Lead;                  Connie Putnam, KCCHC Director;                  Woody Moore, MSAD #5 SHC;                  HMP Action Team</p> <p>Martha Kempe, The</p>
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<p>rolls out “How to Guide”.</p> <p>Collaborate with Provider Network of Knox County for Pregnant and Parenting Youth, Knox County Teen and Young Parent Program, Healthy Kids of Damariscotta, Parents are Teachers Too of Waldo County to assess existing practices, knowledge of the health risks of high risk drinking, prevention, and treatment resources; determine gaps in knowledge and available resources, redundancies, best practices, and training needs within each agency. Develop and implement a plan to address gaps, coordinating and delivering, comprehensive training and education around the health risks of alcohol and SA in collaborating agencies. Collaborating agencies provide training for staff.</p> <p>KCCHC OSA program specialist, HMP Action</p>	<p>award)</p> <p>Grant staff, travel time;</p>	<p>HMP Action Team members’ time; county law enforcement to</p>	<p>will pay for subcontract award year one – three depending on renewal of contract.</p> <p>Grant contract will pay for staff time, travel for year one – three depending on renewal of</p>	<p>Appropriate steps for year 2 and 3 contract renewal; assess in year 3 success, completion of project, need for ongoing funding.</p> <p>Appropriate steps for year 2 and 3 contract renewal; assess in year 3 success, number of merchants that have received</p>	<p>Community School, Director, Passages Program/KCCHC Advisory Bd. member</p> <p>KCCHC TBD/OSA Program Specialist, Lead; HMP Action Team</p>
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<p>Team members meet with and provide Knox county merchants education using OSA approved information about the negative impact of low pricing. Use local media outlets and MUD meetings to increase public awareness of negative impacts of low pricing and promotions. Increase conversations with law enforcement and Liquor Licensing regarding community concerns about promotions at Knox County establishments.</p>	<p>TBD meeting expenses – cost of meeting space and other expenses – coffee, snacks, etc, handout materials if other than OSA, minimal if any other expenses.</p>	<p>participate in discussions</p>	<p>contract</p>	<p>information, increased law enforcement and laws around liquor licensing; assess for need for continued funding. If funding is needed, search for grant opportunities through state and federal funders; Dept. of Highway Safety.</p>	
<p>Pen Bay Health Care (PBHC) will implement the C.A.G.E. Substance Use questionnaire on each adult admission to the hospital and anyone responding “yes” to one or more questions will be referred to appropriate intervention/treatment. Simultaneously, Health Connections will implement C.A.G.E. questionnaire with all PBHC employee assessments (1700</p>	<p>All expenses are covered by KCCHC partner, Pen Bay Health Care (the only healthcare system in the county)</p>	<p>All work on this activity is In-Kind</p>	<p>No additional funding necessary see column 2.</p>		<p>Sue Butler, RNC, Occupational Health Nurse, PBHC Occupational Health Dept., Lead; Charlotte Campbell, FNP-C, Health Connections; Lise Desjardins, FNP-C, Health Connections Occupational, Health and Safety, a division of PBMC (the only hospital in the county) to provide health assessment services for all PBHC new hires and many local employers of</p>

<p>employees) and with all adolescent and adults using the Health Connections services through their employers. Any person answering “yes” to one or more questions will be referred to appropriate interventions/treatment.</p>					<p>youth and adults (including many blue collar occupations i.e. contractors, schools, call centers, trucking, transportation</p>
<p>Meet with County law enforcement to determine local resources for proper storage and disposal of prescription drugs. Increase public knowledge via local media outlets about proper storage and disposal of prescription drugs.</p>	<p>Grant staff, travel time; TBD meeting expenses – cost of meeting space and other expenses – coffee, snacks, etc, handout materials if other than OSA, minimal if any other expenses</p>	<p>HMP Action Team members’ time; county law enforcement to participate in discussions</p>	<p>Grant contract will pay for staff time and travel, misc. meeting and materials expenses for year one – three depending on renewal of contract</p>	<p>Appropriate steps for year 2 and 3 contract renewal; assess in year 3 success of program, if any additional information needs to be distributed; Appropriate steps for year 2 and 3 contract renewal; in year three access success of community meetings, discuss possibility of activity being taken on by Rockland PD and/or community groups such as TRIAD, Rotary, Kiwanis, etc.</p>	<p>KCCHC TBD/OSA Program Specialist, HMP Action Team</p>
<p>KCCHC staff, HMP Action Team members to attend Worksite Health Framework trainings provided by OSA. Review information received; decide on</p>	<p>Grant staff, travel time; TBD meeting expenses – cost of meeting space and other expenses –</p>	<p>HMP Action Team members’ time;</p>	<p>Grant contract will pay for staff time and travel, misc. meeting and materials expenses for year one – three depending on renewal of contract</p>	<p>Appropriate steps for year 2 and 3 contract renewal; assess in year 3 the number of businesses that have implemented the HMP Worksite Health Framework, success of program. Determine funding needs at that time. Too many unknowns to determine</p>	<p>KCCHC TBD/OSA Program Specialist, Lead; HMP Action Team; Connie Putnam. Coalition Director</p>

<p>businesses to target in year one. Obtain any applicable materials from OSA. Contact businesses, request meeting to discuss implementing framework. Meet with businesses, present information, materials; provide TA as requested. Provide education to businesses about SA problems and prevention needs.</p>	<p>coffee, snacks, etc, handout materials if other than OSA, minimal if any other expenses</p>			<p>other steps at this time.</p>	
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## MEMORANDUMS OF UNDERSTANDING (MOU's)

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Brief description of MOU's, complete MOU's attached.

1. Education and Career Counseling/Henry Lunn, M. Ed. Description of MOU: Education and Career Counseling:/Connections Programs: Amount: \$4,119.00 – half drawn from HMP/OSA funding stream (\$2059.50); half from CDC/HMP funding stream. As shown in the workplan, Education and Career Counseling/Connections Programs will provide community prevention education, programming and activities to accomplish KCCHC countywide plans to address MCP Objectives 1. Reduce Involuntary Exposure to Secondhand Smoke, 2. Reduce the percent of people who use tobacco through prevention and treatment, 3. Reduce alcohol use among youth, Decrease counterproductive adult modeling behaviors 4. Increase number of children and adults who have good nutrition, healthy eating and healthy weight management, and 5. Increase number of children and adults who are physically active and use sun exposure protection outdoors – specifically, 1.5, 2.1, 3.6, 3.7, 4.9 and 5.4. Education and Career Counseling/Connections programs:
  - Provides evidence based parent/child programming in community settings. Boys Night Out, Daughters and Dads, Moms & Sons, and Mom & Daughters are, for youth in grades 3, 4 and 5, their parent/caregiver/other significant adult in their life. Curriculum discussion, includes the dangers of smoking in homes and vehicles, health disease factors related to tobacco use; the risks of tobacco, alcohol and other substance use, the importance of physical activity and good nutrition, how to make healthy decisions, media distortion. Examples of discussion using the Socratic Method, questions: “What does tobacco/alcohol do to your body, family, future?” “What about you?” “Who can help you make health decisions in your life?” “How do you handle peer pressure?” “Remember, it is illegal for anyone underage to have alcohol of any kind.” “Does adult behavior have any effect on how others behave? What about people you see on TV or in movies or other media?” “Who are some of the adults that affect your behavior?” Positive? Negative? “What can you do about it?” Reference Materials, including those provided by MCDC/OSA and ParentNet information will be distributed to parents; “Got A Minute, Give It To Your Kid” is included in the curriculum; pledge cards for parents to not allow smoking in homes or cars is provided and encouraged to be used by participants.
  - Additionally, Henry Lunn, owner, Education and Career counseling will meet regularly Coalition Director to assure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition, participate on the KCCHC Advisory Board, HMP Action Team, and attend coalition meetings and activities on a regular basis.
  
2. Rockland Police Department City of Rockland – Police Department: Amount: \$2050: drawn from the HMP/OSA funding stream. As shown in the work plan, the City of Rockland Police Department/Sgt. Don Finnegan will provide community prevention education, programming and activities to accomplish KCCHC countywide plans to address MCP Objective 3, Reduce alcohol use among youth (especially 14-18 year olds), Reduce high risk drinking among adults (especially 18-25 year olds), Reduce misuse of prescription drugs (especially 18-25 year olds) – specifically 3.1, 3.6 and 3.9.

- Sgt. Don Finnegan will continue to support and participate in KCCHC Meetings on Underage Drinking (MUD), assisting in creating panels of community experts, including law enforcement officials from other law enforcement agencies within the county, for the meetings.
  - Sgt. Finnegan, a State Certified Drug Recognition Expert, will provide prevention education presentations for numerous sectors of the county – educators, parents, business owners, community members at large, on signs and symptoms, identification of and health risks associated with underage drinking, high risk drinking and prescription drug misuse. Presentations will emphasize the impact of substance use on adolescent brain, signs school staff, parents, business owners can look for to determine if student is under influence of alcohol or other substances; importance of parents discussing health risks with their child, the importance and impact of adult role modeling, the workplace as a possible place of easy access and use. Presentations for employers will target those employers of teen and youth oriented occupations, i.e. blue collar worksites such as landscapers, restaurants, etc. OSA Will connect to the HMP/OSA Worksite Health Framework.
  - Additionally, Sgt. Don Finnegan will meet regularly with the Coalition Director to assure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition, participate on the HMP Action Team, and attend coalition meetings and activities on a regular basis.
3. The Community School/Passages Program: Amount: \$1,000 drawn from the HMP/OSA funding stream. As shown in the work plan, The Community School/Passages Program will provide community prevention, education, programming and activities to accomplish KCCHC countywide plans to address MCP Objective 3 Reduce alcohol use among youth (especially 14-18 year olds), Reduce high risk drinking among adults (especially 18-25 year olds), Reduce misuse of prescription drugs (especially 18-25 year olds) – specifically 3.10. Martha Kempe, Director of the Passages program will:
- Collaborate with Provider Network of Knox County, for Pregnant and Parenting Youth, Knox County Teen and Young Parent Program, Healthy Kids of Damariscotta, Parents are Teachers Too of Waldo County to assess existing practices, knowledge of the health risks of high risk drinking, prevention, and treatment resources; determine gaps in knowledge and available resources, redundancies, best practices and training needs within each agency.
  - Develop and implement a plan to address gaps, coordinating and delivering, comprehensive training and education around the health risks of alcohol and substance abuse in collaborating agencies. Collaborating agencies will provide training for staff members to address gaps; implement with clients in years two and three. *Note: The teen (ages 15-19) pregnancy rate in Knox County of 43.6 per 1,000 population is considerably higher than the state average of 37.4 per 1,000. This rate varies from town to town in the county, with Rockland at a staggering rate of 84.6 per 1000. (2000-2004 Maine Teen Data provided by Family Planning Association of Maine, Midcoast branch). The effect of the high rate of young adult alcohol (and marijuana) use in Knox County is even more impactful to the community as so many are also young parents.*
  - Additionally, Martha Kempe will meet regularly with the Coalition Director to ensure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition, participate on the KCCHC Advisory Board, HMP Action Team and attend coalition meetings and activities on a regular basis



Subcontract/Memorandum of Understanding

Between Penobscot Bay YMCA/Knox County Community Health Coalition (hereafter referred to as KCCHC) and Education and Career Planning to provide services in connection with Healthy Maine Partnership RFP #G107192:

Contract Period: for grant beginning September 1, 2007 through August 31, 2008

The Penobscot Bay YMCA is the lead fiscal agent for this project. The Coalition Director is an employee of Penobscot Bay YMCA and is responsible for the satisfactory completion of all project goals and work plans.

Education and Career Planning is not affiliated with Penobscot Bay YMCA.

1. Agreement Amount: \$4,119.00 – as determined by funding formula in Healthy Maine Partnership RFP #G107092.
2. Invoices and Payments: Penobscot Bay YMCA will pay Education and Career Planning for successful implementation of its work plan. Payment will be made receipt of request or invoice for such; payments are subject to compliance with all items set forth in the Agreement will not be made without accompanying narrative reports of the work preformed and subject to availability of funds.
3. Work to be Performed: Education and Career Planning agrees to ensure that services will be preformed according to the work plan submitted to and approved by DHHS as part of the RFP process. The work plan provides the outline for Education and Career Planning responsibilities, completing tasks and milestones. An Education and Career Planning representative, with decision making abilities, will meet with the Coalition Director to assure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition. Additionally, this representative will participate in KCCHC Advisory Board, HMP Action Team and coalition meetings and activities on a regular basis. In the event that a conflict cannot be resolved through discussion among coalition partners, the Maine Center for Disease Control will be contacted with a request for assistance. In the event that a conflict arises that cannot be resolved through discussion among partners, coalition Governance/Advisory Board, or the Penobscot Bay YMCA Board, the Maine Center for Disease Control will be contacted with a request for assistance.
4. Benefits and Payments: Education and Career Planning understands and agrees that the work preformed is subcontracted and no Federal or State Income Tax will be deducted by Penobscot Bay YMCA, and that no retirement benefits, survivor benefit insurance, group life insurance, vacation and sick leave, and similar benefits to State employees will accrue for any Education and Career Planning employee.
5. Independent Capacity: In the performance of this agreement, the parties hereto agree that the subcontractor and any agents and employees of the subcontractor shall act in the capacity of an independent subcontractor and not as employees or agents of Penobscot Bay YMCA.
6. Penobscot Bay's Representative: The Coalition Director shall be the Penobscot Bay YMCA's representative during the period of this Agreement. She/he has authority to curtail payments if necessary to ensure proper execution of the work plan.

7. Agreement Administrator: All required reports; including budgetary correspondence and related submissions from Education and Career Planning shall be submitted to KCCHC's Project Director. She/he will be responsible for their submission to the Maine Center for Disease Control. All progress reports, correspondence, invoices and related submissions from Education and Career Counseling shall be submitted to:

Connie Putnam, Coalition Director  
PO Box 1336  
Rockland, ME 04841

Who is designated as the Coalition Director on behalf of the Penobscot Bay YMCA for this Agreement.

8. Sub-Agreements, Subletting, Assignment or Transfer: Unless provided for in this Agreement, no arrangement shall be made by the subcontractor with any other party for furnishing any of the services herein contracted for without the consent and approval of the Coalition Director and other YMCA personnel as may be necessary. Education and Career Planning shall not sublet, sell, transfer or otherwise dispose of this Agreement or any portion thereof, or of its right, title or interest therein, without written request to and written consent of the Coalition Director. No subcontracts or transfer of agreement shall in any case release the subcontractor of its liability under this Agreement.
9. Governmental Requirements: Education and Career Planning warrants and represents that the agency shall comply with all governmental ordinances, laws and regulations.
10. Governing Law: This Agreement shall be governed in all respects by the laws, statutes, and regulations of the United States of America and the State of Maine. Any legal proceedings against Penobscot Bay YMCA regarding this Agreement shall be brought in State of Maine administrative or judicial forums. Education and Career Planning consents to personal jurisdiction in the State of Maine.
11. Penobscot Bay YMCA Held Harmless: Education and Career Planning agrees to indemnify, defend and save harmless the Penobscot Bay YMCA, its officers, volunteers, agents and employees of any and all claims, costs, expenses, injuries, liabilities, losses and damages of every kind and description (hereinafter in this paragraph referred to as "claims") resulting from or arising out of the performance of this Agreement by the subcontractor, its employees or agents. Claims to which this indemnification applies include, but without limitation, the following: (i) claims suffered or incurred by any contractor, subcontractor, materialman, laborer and any other person, firm, corporation or other legal entity (hereinafter in this paragraph referred to as "person") providing work services, materials, equipment or supplies in connection with the performance of this Agreement; (ii) claims arising out of a violation or infringement of any proprietary right, copyright, trademark, right of privacy or other right arising out of publication, translation, development, reproduction, delivery, use, or disposition of any data, information or other matter furnished or used in connection with this Agreement; (iii) claims arising out of a libelous or other unlawful matter used or developed in connection with this Agreement; (iv) claims suffered or incurred by any person who may be otherwise injured or damaged in the performance of this Agreement; and (v) all legal costs and other expenses of defense against any asserted claims to which this indemnification applies. This indemnification does not extend to a claim that results solely and directly from (i) the Penobscot Bay YMCA's negligence or unlawful act, or (ii) action by the subcontractor taken in reasonable reliance upon an

instruction or direction given by an authorized person acting on behalf of the Penobscot Bay YMCA in accordance with this Agreement.

12. Notice of Claims: Education and Career Planning shall give the Coalition Director, YMCA Executive Director and YMCA Finance Director immediate notice in writing of any legal action or suit filed related in any way to the Agreement or which may affect the performance of duties under the Agreement, and prompt notice of any claim made against the subcontractor which may result in litigation related in any way to the Agreement or which may affect the performance of duties under the Agreement.

13. Liability Insurance: Education and Career Planning shall keep in force, and provide evidence of such to the Coalition Director, if requested, at all times a liability policy. Insurance coverage must be issued by a company fully licensed or designated as an eligible surplus line insurer to do business in this State by the Maine Department of Professional & Financial Regulation, Bureau of Insurance, with adequate liability coverage to protect him/herself and the Penobscot Bay YMCA from suits.

14. Publications: When issuing reports, brochures, or other documents describing programs funded in whole or in part with funds provided through this agreement, the subcontractor agrees to clearly acknowledge the participation of the Healthy Maine Partnerships, Maine Center for Disease Control in the program. Acknowledgement of the Penobscot Bay YMCA as lead agent must also be included.

15. Ownership: All notebooks, plans working papers or other work produced in the performance of this Agreement are the property of the Maine Center for Disease Control and upon request will be turned over to the Center.

16. Software Ownership: Upon request, the Maine Center for Disease Control, State of Maine and all appropriate federal agencies shall receive a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use and to authorize others to do so, all application software produced in the performance of this Agreement, including, but not limited to, all source, object and executable code, data files, and job control language or other system instructions.

Signed: \_\_\_\_\_  
*Education and Career Planning*

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
*Penobscot Bay YMCA*

Date: \_\_\_\_\_

Subcontract/Memorandum of Understanding

Between Penobscot Bay YMCA/Knox County Community Health Coalition (hereafter referred to as KCCHC) and Rockland Police Department to provide services in connection with Healthy Maine Partnership RFP #G107192:

Contract Period: for grant beginning September 1, 2007 through August 31, 2008

The Penobscot Bay YMCA is the lead fiscal agent for this project. The Coalition Director is an employee of Penobscot Bay YMCA and is responsible for the satisfactory completion of all project goals and work plans.

Rockland Police Department is not affiliated with Penobscot Bay YMCA.

1. Agreement Amount: \$2,050 – as determined by funding formula in Healthy Maine Partnership RFP #G107092.
  
2. Invoices and Payments: Penobscot Bay YMCA will pay Rockland Police Department and/or other Knox County law enforcement in collaboration with Rockland Police Department for successful implementation of its work plan. Payment will be made receipt of request or invoice for such; payments are subject to compliance with all items set forth in the Agreement will not be made without accompanying narrative reports of the work performed and subject to availability of funds.
  
3. Work to be Performed: Rockland Police Department and/or other Knox County law enforcement in collaboration with Rockland Police Department, agrees to ensure that services will be performed according to the work plan submitted to and approved by DHHS as part of the RFP process. The work plan provides the outline for Rockland Police Department and/or other Knox County law enforcement in collaboration with Rockland Police Department, responsibilities, completing tasks and milestones. A Rockland Police Department representative, and or other Knox County law enforcement, working in collaboration with the Rockland Police Department, with decision making abilities, will meet with the Coalition Director to assure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition. Additionally, this representative will participate in KCCHC Advisory Board, HMP Action Team and coalition meetings and activities on a regular basis. In the event that a conflict cannot be resolved through discussion among coalition partners, the Maine Center for Disease Control will be contacted with a request for assistance. In the event that a conflict arises that cannot be resolved through discussion among partners, coalition Governance/Advisory Board, or the Penobscot Bay YMCA Board, the Maine Center for Disease Control will be contacted with a request for assistance.
  
4. Benefits and Payments: Rockland Police Department and/or other Knox County law enforcement in collaboration with the Rockland Police Department, understands and agrees that the work performed is subcontracted and no Federal or State Income Tax will be deducted by Penobscot Bay YMCA, and that no retirement benefits, survivor benefit insurance, group life insurance, vacation and sick leave, and similar benefits to State employees will accrue for any Rockland Police Department employee.
  
5. Independent Capacity: In the performance of this agreement, the parties hereto agree that the subcontractor and any agents and employees of the subcontractor shall act in the capacity of an independent subcontractor and not as employees or agents of Penobscot Bay YMCA.

6. Penobscot Bay’s Representative: The Coalition Director shall be the Penobscot Bay YMCA’s representative during the period of this Agreement. She/he has authority to curtail payments if necessary to ensure proper execution of the work plan.
7. Agreement Administrator: All required reports; including budgetary correspondence and related submissions from Rockland Police Department and/or other Knox County law enforcement in collaboration with Rockland Police Department shall be submitted to KCCHC’s Project Director. She/he will be responsible for their submission to the Maine Center for Disease Control. All progress reports, correspondence, invoices and related submissions from Rockland Police Department and/or other Knox County law enforcement shall be submitted to:

Connie Putnam, Coalition Director  
PO Box 1336  
Rockland, ME 04841

Who is designated as the Coalition Director on behalf of the Penobscot Bay YMCA for this Agreement.

8. Sub-Agreements, Subletting, Assignment or Transfer: Unless provided for in this Agreement, no arrangement shall be made by the subcontractor with any other party for furnishing any of the services herein contracted for without the consent and approval of the Coalition Director and other YMCA personnel as may be necessary. Rockland Police Department and/or other Knox County law enforcement in collaboration with the Rockland Police Department shall not sublet, sell, transfer or otherwise dispose of this Agreement or any portion thereof, or of its right, title or interest therein, without written request to and written consent of the Coalition Director. No subcontracts or transfer of agreement shall in any case release the subcontractor of its liability under this Agreement.
9. Governmental Requirements: Rockland Police Department and/or other Knox County law enforcement in collaboration with the Rockland Police Department, warrants and represents that the agency shall comply with all governmental ordinances, laws and regulations.
10. Governing Law: This Agreement shall be governed in all respects by the laws, statutes, and regulations of the United States of America and the State of Maine. Any legal proceedings against Penobscot Bay YMCA regarding this Agreement shall be brought in State of Maine administrative or judicial forums. Rockland Police Department and/or any Knox County law enforcement working in collaboration with the Rockland Police Department consents to personal jurisdiction in the State of Maine.
11. Penobscot Bay YMCA Held Harmless: Rockland Police Department and/or other Knox County law enforcement working collaborative with the Rockland Police Department agrees to indemnify, defend and save harmless the Penobscot Bay YMCA, its officers, volunteers, agents and employees of any and all claims, costs, expenses, injuries, liabilities, losses and damages of every kind and description (hereinafter in this paragraph referred to as “claims”) resulting from or arising out of the performance of this Agreement by the subcontractor, its employees or agents. Claims to which this indemnification applies include, but without limitation, the following: (i) claims suffered or incurred by any contractor, subcontractor, materialman, laborer and any other person, firm, corporation or other legal entity (hereinafter in this paragraph referred to as “person”) providing work services, materials, equipment or supplies in connection with the performance of this Agreement; (ii) claims arising out of a

violation or infringement of any proprietary right, copyright, trademark, right of privacy or other right arising out of publication, translation, development, reproduction, delivery, use, or disposition of any data, information or other matter furnished or used in connection with this Agreement; (iii) claims arising out of a libelous or other unlawful matter used or developed in connection with this Agreement; (iv) claims suffered or incurred by any person who may be otherwise injured or damaged in the performance of this Agreement; and (v) all legal costs and other expenses of defense against any asserted claims to which this indemnification applies. This indemnification does not extend to a claim that results solely and directly from (i) the Penobscot Bay YMCA's negligence or unlawful act, or (ii) action by the subcontractor taken in reasonable reliance upon an instruction or direction given by an authorized person acting on behalf of the Penobscot Bay YMCA in accordance with this Agreement.

12.

Notice of Claims: Rockland Police Department and/or other Knox County law enforcement in collaboration with the Rockland Police Department, shall give the Coalition Director, YMCA Executive Director and YMCA Finance Director immediate notice in writing of any legal action or suit filed related in any way to the Agreement or which may affect the performance of duties under the Agreement, and prompt notice of any claim made against the subcontractor which may result in litigation related in any way to the Agreement or which may affect the performance of duties under the Agreement.

13.

Liability Insurance: Rockland Police Department and/or any other Knox County law enforcement in collaboration with Rockland Police Department, shall keep in force, and provide evidence, if requested, of such to the Coalition Director, at all times a liability policy. Insurance coverage must be issued by a company fully licensed or designated as an eligible surplus line insurer to do business in this State by the Maine Department of Professional & Financial Regulation, Bureau of Insurance, with adequate liability coverage to protect him/herself and the Penobscot Bay YMCA from suits.

14.

Publications: When issuing reports, brochures, or other documents describing programs funded in whole or in part with funds provided through this agreement, the subcontractor agrees to clearly acknowledge the participation of the Healthy Maine Partnerships, Maine Center for Disease Control in the program. Acknowledgement of the Penobscot Bay YMCA as lead agent must also be included.

15.

Ownership: All notebooks, plans working papers or other work produced in the performance of this Agreement are the property of the Maine Center for Disease Control and upon request will be turned over to the Center.

16.

Software Ownership: Upon request, the Maine Center for Disease Control, State of Maine and all appropriate federal agencies shall receive a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use and to authorize others to do so, all application software produced in the performance of this Agreement, including, but not limited to, all source, object and executable code, data files, and job control language or other system instructions.

Signed: \_\_\_\_\_  
*Rockland Police Department*

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
*Penobscot Bay YMCA*

Date: \_\_\_\_\_

Subcontract/Memorandum of Understanding

Between Penobscot Bay YMCA/Knox County Community Health Coalition (hereafter referred to as KCCHC) and The Community School – Passages Program (hereafter referred to as Passages) to provide services in connection with Healthy Maine Partnership RFP #G107192:

Contract Period: for grant beginning September 1, 2007 through August 31, 2008

The Penobscot Bay YMCA is the lead fiscal agent for this project. The Coalition Director is an employee of Penobscot Bay YMCA and is responsible for the satisfactory completion of all project goals and work plans.

The Community School - Passages Program is not affiliated with Penobscot Bay YMCA.

1. Agreement Amount: \$1,000 – as determined by funding formula in Healthy Maine Partnership RFP #G107092.
  
2. Invoices and Payments: Penobscot Bay YMCA will pay Passages for successful implementation of its work plan. Payment will be made receipt of request or invoice for such; payments are subject to compliance with all items set forth in the Agreement will not be made without accompanying narrative reports of the work preformed and subject to availability of funds.
  
3. Work to be Performed: Passages agrees to ensure that services will be preformed according to the work plan submitted to and approved by DHHS as part of the RFP process. The work plan provides the outline for Passages’ responsibilities, completing tasks and milestones. A Passages representative, with decision making abilities, will meet with the Coalition Director to assure quality of performance to coordinate joint objectives with the Knox County Community Health Coalition. Additionally, this representative will participate in KCCHC Advisory Board, HMP Action Team and coalition meetings and activities on a regular basis. In the event that a conflict cannot be resolved through discussion among coalition partners, the Maine Center for Disease Control will be contacted with a request for assistance. In the event that a conflict arises that cannot be resolved through discussion among partners, coalition Governance/Advisory Board, or the Penobscot Bay YMCA Board, the Maine Center for Disease Control will be contacted with a request for assistance.
  
4. Benefits and Payments: Passages understands and agrees that the work preformed is subcontracted and no Federal or State Income Tax will be deducted by Penobscot Bay YMCA, and that no retirement benefits, survivor benefit insurance, group life insurance, vacation and sick leave, and similar benefits to State employees will accrue for any Passages employee.
  
5. Independent Capacity: In the performance of this agreement, the parties hereto agree that the subcontractor and any agents and employees of the subcontractor shall act in the capacity of an independent subcontractor and not as employees or agents of Penobscot Bay YMCA.
  
6. Penobscot Bay’s Representative: The Coalition Director shall be the Penobscot Bay YMCA’s representative during the period of this Agreement. She/he has authority to curtail payments if necessary to ensure proper execution of the work plan.
  
7. Agreement Administrator: All required reports; including budgetary correspondence and related submissions from Passages shall be submitted to KCCHC’s Project Director. She/he will be responsible for their submission to the Maine Center for

Disease Control. All progress reports, correspondence, invoices and related submissions from Passages shall be submitted to:

Connie Putnam, Coalition Director  
PO Box 1336  
Rockland, ME 04841

Who is designated as the Coalition Director on behalf of the Penobscot Bay YMCA for this Agreement.

8. Sub-Agreements, Subletting, Assignment or Transfer: Unless provided for in this Agreement, no arrangement shall be made by the subcontractor with any other party for furnishing any of the services herein contracted for without the consent and approval of the Coalition Director and other YMCA personnel as may be necessary. Passages shall not sublet, sell, transfer or otherwise dispose of this Agreement or any portion thereof, or of its right, title or interest therein, without written request to and written consent of the Coalition Director. No subcontracts or transfer of agreement shall in any case release the subcontractor of its liability under this Agreement.
9. Governmental Requirements: Passages warrants and represents that the agency shall comply with all governmental ordinances, laws and regulations.
10. Governing Law: This Agreement shall be governed in all respects by the laws, statutes, and regulations of the United States of America and the State of Maine. Any legal proceedings against Penobscot Bay YMCA regarding this Agreement shall be brought in State of Maine administrative or judicial forums. Passages consents to personal jurisdiction in the State of Maine.
11. Penobscot Bay YMCA Held Harmless: Passages agrees to indemnify, defend and save harmless the Penobscot Bay YMCA, its officers, volunteers, agents and employees of any and all claims, costs, expenses, injuries, liabilities, losses and damages of every kind and description (hereinafter in this paragraph referred to as "claims") resulting from or arising out of the performance of this Agreement by the subcontractor, its employees or agents. Claims to which this indemnification applies include, but without limitation, the following: (i) claims suffered or incurred by any contractor, subcontractor, materialman, laborer and any other person, firm, corporation or other legal entity (hereinafter in this paragraph referred to as "person") providing work services, materials, equipment or supplies in connection with the performance of this Agreement; (ii) claims arising out of a violation or infringement of any proprietary right, copyright, trademark, right of privacy or other right arising out of publication, translation, development, reproduction, delivery, use, or disposition of any data, information or other matter furnished or used in connection with this Agreement; (iii) claims arising out of a libelous or other unlawful matter used or developed in connection with this Agreement; (iv) claims suffered or incurred by any person who may be otherwise injured or damaged in the performance of this Agreement; and (v) all legal costs and other expenses of defense against any asserted claims to which this indemnification applies. This indemnification does not extend to a claim that results solely and directly from (i) the Penobscot Bay YMCA's negligence or unlawful act, or (ii) action by the subcontractor taken in reasonable reliance upon an instruction or direction given by an authorized person acting on behalf of the Penobscot Bay YMCA in accordance with this Agreement.



- 12. Notice of Claims: Passages shall give the Coalition Director, YMCA Executive Director and YMCA Finance Director immediate notice in writing of any legal action or suit filed related in any way to the Agreement or which may affect the performance of duties under the Agreement, and prompt notice of any claim made against the subcontractor which may result in litigation related in any way to the Agreement or which may affect the performance of duties under the Agreement.
  
- 13. Liability Insurance: Passages shall keep in force, and provide evidence of such to the Coalition Director, if requested, at all times a liability policy. Insurance coverage must be issued by a company fully licensed or designated as an eligible surplus line insurer to do business in this State by the Maine Department of Professional & Financial Regulation, Bureau of Insurance, with adequate liability coverage to protect him/herself and the Penobscot Bay YMCA from suits.
  
- 14. Publications: When issuing reports, brochures, or other documents describing programs funded in whole or in part with funds provided through this agreement, the subcontractor agrees to clearly acknowledge the participation of the Healthy Maine Partnerships, Maine Center for Disease Control in the program. Acknowledgement of the Penobscot Bay YMCA as lead agent must also be included.
  
- 15. Ownership: All notebooks, plans working papers or other work produced in the performance of this Agreement are the property of the Maine Center for Disease Control and upon request will be turned over to the Center.
  
- 16. Software Ownership: Upon request, the Maine Center for Disease Control, State of Maine and all appropriate federal agencies shall receive a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use and to authorize others to do so, all application software produced in the performance of this Agreement, including, but not limited to, all source, object and executable code, data files, and job control language or other system instructions.

Signed: \_\_\_\_\_  
*The Community School/Passages*

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
*Penobscot Bay YMCA*

Date: \_\_\_\_\_