

Communities engaged in suicide prevention and promoting safe, healthy lifestyles

Mission: Empowering communities and organizations to prevent suicide

Name of Meeting YK Delta Suicide Prevention Coalition **Facilitator** Colleen Osterhaus
Date & Time Friday, July 30, 2010 1:30- 2:30 ASIST Subcommittee **Recorder** Colleen Osterhaus
Location PHN
Teleconference 1-800-791-2345; participant code: 10860#
Members present Colleen Osterhaus, Barb Hill, Chester Mark, Kelsey Hustedt, Patty McMillin, Jessica Horras, Charlie Barrows, Mary Johnson
NEXT MEETING **ASIST Subgroup Meeting: Friday, August 6, 2010 from 1:30 – 2:30 @ PHN**
SAIPH Board Meeting: Thursday, August 12, 2010 from 9am – 10am @ PHN
SAIPH General Meeting: Thursday, August 12, 2010 from 10am – 11am @PHN

Topic/Time	MAJOR POINTS DISCUSSED	RESOLUTIONS/ACTIONS REQUIRED	ASSIGNED TO	WHEN/STATUS
Welcome & Introductions	Welcome to all			
ASIST Subcommittee 1:30 – 2:30pm	<p>I. Review</p> <ol style="list-style-type: none"> 1. Website 2. Trainer tracking spreadsheet 3. ASIST workshop Kit Inventory 4. ASIST Training Calendar 5. ASIST Support Request form <p>II. Discuss password distribution</p> <p>III. Volunteers for the following duties:</p> <ol style="list-style-type: none"> 1. Update calendar 2. Update trainer tracking spreadsheet 	<p>Four pages on website: Home, ASIST, Meeting Minutes, Links</p> <p>So far nothing entered. Will be populated with information from past and future based on ASIST Support Request form</p> <p>Trainers will request kits using ASIST Support Request form. Charlie Barrows will take lead in kit distribution when people come to PHN to pick them up.</p> <p>Mary Johnson will compile ASIST training dates and send to Colleen to enter on the calendar. Discussion about if trainers should get access to calendar to fill in own dates. More discussion needed on this topic before making a decision.</p> <p>Workgroup edited form. Discussion about if should have one or multiple forms with different information. Will keep in one form for now, but will change based on feedback from ASIST trainers. All forms will need to be completed 3 weeks before travel. ASIST subgroup will only approve travel, per diem, and hotel. The group will not plan travel or find hotel. All payment will be in form of reimbursement. Jessica will make edits on form. Will discuss process for form at next meeting.</p> <p>Not discussed</p> <p>Not discussed. Will discuss at next meeting after more discussion on process associated with ASIST Support Request form.</p>	<p>Mary & Colleen</p> <p>Jessica</p>	<p>8/6/10</p> <p>8/6/10</p>

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	<p>IV. Upcoming trainings and how to support</p> <p>V. Ongoing duties:</p> <p>1. Charlie: Draft email to send out to all ASIST trainers detailing who we are, why we exist, and where to go for information</p>	<p>Ongoing discussion. Continue getting feedback from ASIST Trainers</p> <p>Charlie will draft email to ASIST linking to last SAIPH coalition email and giving update that ASIST subgroup in process and that will continue to update ASIST trainers.</p>	Charlie	8/6/10
Next Steps		<ol style="list-style-type: none"> 1. Update ASIST Support Request form based on today's edits (Jessica) 2. Email ASIST trainers (Charlie) 3. Compile all current ASIST dates and enter on calendar (Mary/Colleen) 4. Email ASIST advertisement to put on web (Chester/Colleen) 	Chester/ Colleen	8/6/10
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