

**Take Action Coalition of Clinton County**  
**Membership Protocols**  
**FY 2025**



**General Membership Information**

The Recovery Oriented System of Care (ROSC) Council of Clinton County (known as Take Action Coalition of Clinton County, or TAC) was formed in 2018 before receiving a ROSC grant in order to begin the important work of building a community system that supports prevention and recovery. All community members willing to support the vision, mission, values, and goals of TAC are welcome as members of the group.

***ROSC Guiding Principles:***

- Recovery is possible. People can and do recover.
- Recovery happens in communities, and as such, support of recovery is a community responsibility and value.
- Recovery supports and services provided through ROSC initiatives shall be identified and determined by individuals and families. No decisions regarding supports and services for individuals with lived experience will be made without input from those individuals.
- TAC members are committed to showing respect to one another and avoiding making judgments of those community members either seeking or maintaining recovery or those who have not yet been educated regarding recovery systems.
- TAC accepts everyone into their Coalition and all peoples opinions are valued unless it is harmful to a certain group of people.
- Membership in TAC is open to any and all persons who understand and agree with the mission without regard to age, race, sex, creed, gender, sexual orientation, values, or physical challenges.

**Inclusion and Role of Nonparticipants**

Membership in TAC is open. It is TAC's goal to be inclusive rather than exclusive. There will be no "nonparticipant" distinction at this time. It shall be the right of the Coalition to change membership protocols at such time as the Coalition determines a change is necessary. Such changes will be made only by majority vote at a TAC meeting. On 9/16/2022 the Coalition adopted Bylaws, which were revised on 6/6/24.

## **Vision and Mission**

TAC will evaluate all new strategies and programs to ensure their adherence to the vision and mission statements.

### ***ROSC Vision:***

Reduce the impact and stigma of substance use among residents of Clinton County.

### ***ROSC Mission:***

Cohesive partners developing comprehensive strategies involving prevention, education, spirituality, law enforcement, treatment, support, and other recovery services.

## **Recruitment**

TAC, led by the Chestnut Health Systems Community Health Specialist, will be responsible for recruitment of new members. Membership in the group will be inclusive and will remain open to anyone interested in helping to build a community system that supports recovery.

The Community Health Specialist will be responsible for:

1. Ensuring that TAC members are kept informed of the progress related to outreach strategies outlined in the ROSC Outreach and Communication Plan
2. Developing an Outreach Power Point presentation to be used by TAC members during outreach efforts in the community
3. Developing an Outreach Packet to be disseminated during outreach efforts in the community
4. Developing social media posts, website posts, email blasts, media releases, trainings, and other materials intended to recruit membership in TAC
5. Develop a plan for member retention

The Coalition members will be responsible for:

1. Attending trainings developed to assist in recruitment
2. Utilizing other group meeting and events as opportunities to recruit membership in TAC
3. Assisting the Community Health Specialist in scheduling outreach presentation opportunities and participating in presentations as time allows

## **Orientation**

Retention of TAC members is crucial to effective strategy implementation and longevity of the project. As such, careful consideration should be given to the provision of effective orientation of TAC members. The Community Health Specialist will oversee the orientation of new members, with assistance from current Coalition members. The Community Health Specialist will be responsible for the following:

1. Developing materials for new members to inform them about the purpose, history, and structure of the Take Action Coalition (TAC)
  - See Bylaws, adopted 9/16/2022, edited 6/6/24
2. Developing materials for new members to inform of TAC's vision, mission, goals, objectives, and strategies
  - See Strategic Plan updated October 2023
3. Encourage new members to follow the TAC's social media posts
  - See TAC's Facebook page at <https://www.facebook.com/TakeActionCoalitionOfClintonCounty/>
  - See TAC's Instagram page at take-action-coalition
4. Including "New Member Introductions" at each TAC meeting
5. Reaching out to all new members frequently to encourage continued participation
6. Encouraging use of, exploration of, and sharing of TAC's website: [www.takeactioncoalition.com](http://www.takeactioncoalition.com)

## **Training**

Training of TAC and community members will be vital for the success of TAC's goals. The Community Health Specialist will be responsible for providing training opportunities for both TAC and community members. Training topics will include:

1. Defining Recovery
2. Reducing Stigma
3. What is a ROSC? (see brochure TAC developed)
4. Stories of Hope from other communities in their work to create and support a ROSC
5. Harm Reduction Methods
6. Why Narcan? Training on its use.

Additional topics will be determined through analysis of assessment data and with input from individuals, families, TAC members, and community members.

Training will be provided through both webinars and in-person training sessions.

### **Coalition Committees and Workgroups**

TAC members will be encouraged to join Coalition work groups and committees. There will be a Chairperson for each committee that will sit on TAC's Board.

Committees will include, but may not be limited to:

- Family Supports Committee (includes Celebrate Life workgroup)
- Spirituality Workgroup
- Hispanic/Latinx Committee
- Housing (transitional/sober living) Committee
- Justice-Focused Committee
- LGBTQ Committee
- Mental Health Committee
- Prevention and Education Committee
- Transportation Committee
- Treatment and Recovery Committee (includes Overdose Awareness Day Workgroup and PLE/FLE Advisory Workgroup)
- Veteran's Support Committee

Additional work groups or committees may be formed as needed as associated with strategic goals. The Community Health Specialist will be responsible for assuring that all aspects of the grant deliverables are completed with assistance from the committees and work groups.

### **Community Needs Assessment**

TAC will conduct a community assessment on an annual basis. The Community Health Specialist will be responsible for all aspects of the needs assessment. The assessment process could include written surveys, social media linked surveys, focus groups, and other means determined by the Coalition and the Community Health Specialist. Consideration will be given to ensuring participation of all community sectors in gathering assessment data, particularly those individuals with lived experience and their families.

A summary of the assessment data will be made available to TAC members and the public through the website, meeting minutes, and media releases.

### **Strategic Plan**

TAC's Strategic Plan will be developed based on data gathered during the assessment process. Data will be analyzed and used to develop goals, objectives, and strategies

which are specific, measurable, attainable, realistic, and time-bound. The Community Health Specialist and Coalition members will be responsible for developing, implementing, and evaluating strategies included in the plan. All strategies will be aligned with TAC's vision and mission, as well as long-term goals and pertinent grant deliverables.

Outcome data will be gathered, assessed, and shared with TAC members and any other interested parties.

Changes to the strategic plan will be permitted by majority vote of TAC's Board during a Board meeting, reviewing and updating annually.

### **Engagement Measures for Membership:**

To be considered engaged with our Coalition, for ROSC grant membership report purposes, you must do at least 3 of the following each year:

- attend 6 out of 12 of our monthly meetings, either in person or virtually
- read 6 out of 12 of our meeting minutes if you can't attend our monthly meeting in person or virtually.
- help us by sharing our information (cause, event flyers, meeting notices...) on your social media, hanging flyers around the county, posting flyers in your windows, etc.)
- volunteer at events
- donate items to events (things our grant can't purchase like food, beverages, entertainment, equipment like snow cone machines, prizes for kids, candy for parades, etc.)
- publicly and verbally positively supporting our cause of supporting recovery (talking us up, hanging our flyers in their location, sharing our info in their social media)
- willingness to meet and brainstorm solutions to community problems that hinder recovery.