

OPIOID SUBCOMITTEE AGENDA

Location: MidMinnesota Credit Union
961 2nd St. NW Aitkin
Date: October 24th 2023
Time: 1:00pm-3:00pm
Facilitator: Liz Short 218.927.7267

Attending: Allieen, Rachel, Luke, Kami, Jim, Penny, Andrew, Liz
Absent: Kevin, Adam, Bret

Agenda Items

1:00pm Introductions

1:15-1:45 Last Meeting

- Review Four Areas:
 - Edits/Revisions
 - Review of definitions provided by workgroups at last meeting
 - Really “spot on” in comparison to the MOU
 - Review for edits and revisions as these need to be solid, they will be on the scorecard
 - Public, transparent process, so we need to be able to explain ourselves with these definitions.

1:45-2:00 New Business

- Review OS Survey
 - 100 responses
 - Will remain open until 11/30, can keep open until 12/31 if desired
 - Review of current responses:
 - Many members thought the % of those who have been impacted by SU would be higher
 - Discussion about ~21% of people “don’t care,” answered Narcan should not be given or should only be given once
 - Prevention is a trend
 - Youth prevention is a trend
 - Might be interesting to put a matrix together to look at what is currently offered for various age groups, see where the gaps are
 - Much discussion about the DARE program, how it’s changed and the fact that it’s not specifically about substances any longer as it once was the one program that specifically told kids drugs are bad
 - Do people have a good understanding of harm reduction?
 - Liz will create an overview of the responses so it can be used as a tool, so that we are aligning with the community’s feedback
 - Overarching themes are prevention and education

2:00-2:55

Mission and Vision Statements

- Committee notes that no additions need to be made to the current mission statement in the toolkit
- Vision Statement
 - Making Aitkin County a healthier place
 - Less people using and impacted
 - If money is spent wisely
 - Directing funds toward what the community requests and has an interest in
 - Providing collaborative oversight to the funds
 - Review Polk Co.
 - Short and sweet, 1 sentence
 - Creating a drug free place to live
 - Prevent first use
 - What do members think of a workgroup to bring a few examples back
 - Keep in mind role and scope of practice
 - We can't come up with ideas for funding, but we can ensure it goes to what is collaborative with community's need
 - Apply funding to programs that already exist and are working
 - Expand and enhance what's working
 - Long-term impact
 - Continuity in the subcommittee over a long period of time, is it important to us
 - Creating a drug free place to live through prevention, treatment and harm reduction
 - Use community
 - Be specific to Aitkin County
 - Like safe and healthy vs. drug free, "drug" doesn't include alcohol, mental health
 - Include research and training
 - Providing resources vs. creating
 - Through collaboration provide tx, px, research and training for long-term healthy communities
 - For the long-term health and safety of communities
 - Through Aitkin County community collaboration, support treatment, prevention, harm reduction and research and training opportunities for the ongoing health and safety of communities.
 - ***Vision Statement: Supporting treatment, prevention, harm reduction, research and training in Aitkin County through collaboration and financial oversight, creating safer and healthier communities.***
- Vision and Mission should tie together.

Committee Rules of Engagement

- Committee Rules of Engagement
 - Meeting Format
 - Winter would be nice to have hybrid option
 - Anyone opposed about panel members dialing in?
 - Prioritize in-person is preferred, committee members would need to request a zoom if needed
 - Meeting Frequency
 - Anticipated to meet quarterly after this initial work is complete
 - Even if no applications to review, will still continue to meet quarterly regularly
 - Can meet more often if needed, with appropriate lead time
 - Generally speaking, quarterly feels frequent enough, with an added meeting if needed
 - Limit to a few hours vs. a full day
 - Meeting Attendance
 - Helpful
 - Can't miss more than 1 meeting? 2 meetings?
 - How will we replace members if they miss?
 - Do we review membership and attendance at the end of the year?
 - Review membership every year, coordinator will reach out if attendance seems to be a problem, discuss if replacement is needed or if member will try to prioritize attending
 - Static meeting dates
 - Will try to determine
 - Like Tuesdays
 - Terms for Members
 - Idea: 2 year terms with ability to serve up to 3 consecutive terms (for total of 6 years)
 - Like the two and three year terms
 - 11 seats
 - Aileen—2 years Community Member
 - Penny—2 years EMS/Paramedic
 - Kevin—2 years EMS/Paramedic
 - Brett—2 years County Commissioner
 - Rachel—2 years Healthcare (RHCC)
 - Jim—3 years Community and Lived Experience
 - Luke—3 years Lived Experience
 - Kami—3 years Probation
 - Liz—3 years Law Enforcement
 - Andrew—3 years Faith Based
 - Adam—3 years Education
 - Confidentiality
 - Members like example given
 - May need to review with new members
 - May need to give more detail, i.e. applications or appliers cannot be shared unless approved
 - Review confidentiality after each meeting as a standard process and habit
 - ***Confidentiality Statement Approved: Members of the Opioid Subcommittee are representing the residents of Aitkin County and should demonstrate professionalism, good judgement and care to avoid unauthorized or inadvertent disclosures of confidential information.***
 - Conflict of Interest
 - Members like the example

- If member is an applicant, the committee requests that applicant is not in room during discussion
 - ***Conflict of Interest Approved: A conflict of interest is created through the existence of circumstances where the actions of a member(s) may have an effect or direct financial benefit or detriment to the member, his or her family, employer, professional or business associate, or a for profit or non-profit entity. A member shall disclose any potential conflict to the Committee as soon as the member(s) are aware and abstain from voting on issues on which a conflict may exist.***
- Funding Thresholds
 - What is currently in the toolbox and has been presented to the board is acceptable to the committee
 - How many times can one group apply for funding
 - How do applicants report back on their project, outcomes and what's the sustainability?
 - Quorum
 - What's a quorum?
 - AG example—member's present is the quorum
 - Quorum—3 or more based on the expedited approval clause
 - Simple majority vote
 - Scorecard
 - Review example from St. Louis
 - Review template started for Aitkin Co.
 - Who could be on a workgroup to help determine some of these details or we could have another meeting
 - Is the information/scores provided on the scorecard by committee members "discoverable" if requested/asked
 - Next Meeting
 - November 14th 1:00-3:00 @ Mid MN Credit Union
 - November 28th 1:00-3:00 @ Mid MN Credit Union
 - Penny unable to attend
 - No meeting in December

November 14th: Finalize scorecard, MOU and award letters. Liz to have updated information on current applications and applications approved thus far.

November 28th: Review Funding Applications