

Agenda and Minutes

Washington County Opioid Settlement Council

Meeting Information

- Date and time: June 12, 2024 (Wednesday) from 4:00 pm to 5:30 pm
- Location: Remote (Microsoft Teams)
- Regular schedule: Council meetings are held on the third Wednesday of each month from 4:00 pm to 5:30 pm. Format alternates between remote and in-person.

Opioid Settlement Council Members

- | | | |
|--|---|--|
| <input type="checkbox"/> Emily Brunner | <input checked="" type="checkbox"/> Josephine Igwacho | <input checked="" type="checkbox"/> Jay Pernu |
| <input checked="" type="checkbox"/> Jessica Feider | <input type="checkbox"/> Lori Kelley | <input checked="" type="checkbox"/> Seth Perry |
| <input checked="" type="checkbox"/> Tara Goebel | <input checked="" type="checkbox"/> Rose Kosin | <input checked="" type="checkbox"/> Carla Schweich |
| <input checked="" type="checkbox"/> Kristi Gullett | <input checked="" type="checkbox"/> Denise Lasker | <input type="checkbox"/> Jamie Steber |
| <input checked="" type="checkbox"/> Alicia House | <input checked="" type="checkbox"/> Suzy Oswald | <input type="checkbox"/> Luke Wendlandt |

Public Health and Environment (PHE) Chief Strategist Representatives

- Rolando Vera | *Correctional Health Nursing Manager*
- Sean Young-Stephens | *Public Health Program Coordinator*
- Allison Spears | *Office Specialist*

Agenda Items

- Welcome and introductions
- Application for Projects Funded by Opioid Settlement Dollars
 - PHE provides an overview of process and draft application form

The Council reviewed and provided feedback on the draft application process and application form (drafted by PHE based on the Council's decisions and discussion at the previous Council meeting). Council members suggested some changes, but were generally in agreement with the proposed process, application form, and timeline. The draft version of the application form is included on the following pages.

- Review funding categories

Council members reviewed the funding categories and descriptions. No changes were made.

- Council members allocate dollar amounts to funding categories using a voting process

The Council considered how dollar amounts should be allocated across funding categories and what kind of dollar amount limits should be set for proposed projects. After deliberation and discussion, the Council decided that it would be best to not predetermine dollar amounts per funding category and to not set dollar amount limits on proposed projects (beyond the existing \$500,000 limit for all projects funded in this round). This approach will allow the Council maximum flexibility to select the best projects without restrictions based on funding categories. It will also allow maximum flexibility for applicants to propose projects with higher or lower dollar amounts. The Council members present unanimously agreed on this strategy for funding allocation and limits. No formal vote was held.

- Discuss conflict of interest practices

PHE provided a reminder on conflict of interest practices. Council members are not automatically excluded from applying for funding, but they are responsible for following the conflict of interest expectations in the Bylaws that were adopted by Council vote in April:

Conflict of Interest

Council members must disclose to the Council, refrain from participating in discussions, and recuse themselves from voting on any matter in which they may have financial, ethical, or other conflicts of interest. A financial conflict of interest includes a financial association that has the potential to bias or have the appearance of biasing a Council member's actions or decisions.

- New Opioid Settlement Council WashEx (extranet) site

Based on a request from the Council at a previous meeting, PHE has created an extranet site that can be accessed by Council members. This new Opioid Settlement Council WashEx site will serve as a hub for easy access to shared documents, resources, and information. Members are encouraged to provide feedback on how the site can be customized to be a helpful tool for the Council. PHE will provide information to Council members on how they can access the site.

- Closing and next steps

PHE will move forward with launching the application form based on the process and timeline agreed upon by the Council. PHE will stay in communication with the Council as the process rolls out in the coming weeks.

Application for Projects Funded by Opioid Settlement Dollars

Washington County is seeking applications for community-based projects that will be funded by opioid settlement dollars. Up to \$500,000 of Washington County opioid settlement funding will be distributed through this round of applications in 2024. To apply:

1. Complete this application describing your proposed project.
2. On September 4, present your proposed project at an in-person meeting located at the Washington County Government Center in Stillwater (mandatory).

Proposed projects will be reviewed and selected by the Washington County Opioid Settlement Council.

Funding categories

1. **Access:** Improve people's ability to access services. For example, a project could support housing needs so that people are better able to access treatment and other services. *(up to \$XX,000 will be awarded to projects in this category)*
2. **Education/Outreach:** Provide education to increase awareness on opioid-related topics and reduce stigma. *(up to \$XX,000 will be awarded to projects in this category)*
3. **Evidence-Based Treatment/Interventions:** Support key strategies that have been demonstrated by research to be effective, such as Medications for Opioid Use Disorder (MOUD) or naloxone (overdose reversal medication). Innovative strategies that are promising but have not yet been thoroughly researched are also allowed. *(up to \$XX,000 will be awarded to projects in this category)*
4. **Primary Prevention:** Build community resources that support young people and their families. Programs that reduce the impact of Adverse Childhood Experiences (ACEs) and strengthen protective factors can lessen substance use risks and support broader wellbeing. *(up to \$XX,000 will be awarded to projects in this category)*

Diversity and underserved communities will be prioritized across all funding categories. Examples of underserved communities may include BIPOC (Black, Indigenous, and People of Color), LGBTQ (Lesbian, Gay, Bisexual, Transgender, and Queer), and rural communities.

Project requirements

- Projects must serve Washington County community members.
- Projects must be additive - they must implement new services/resources or expand existing services/resources. Opioid settlement dollars cannot be used to replace funding for existing services/resources.
- Projects must have a proposed budget between \$500 and \$100,000.
- Project timelines should begin in the fourth quarter of 2024 with a project completion date no later than December 2025. Contracts may be eligible for annual renewal with a maximum total term of five years (after which the project would be required to go back through the application process).
- Applicants that are awarded funding will check in with the County on a quarterly basis.
- Selected applicants must comply with the [County's Standard Terms and Conditions](#) for Contractors.

Schedule

- **June 24** Application process opens
- **August 9** Applications due by 4:30 pm
- **September 4** Applicants present their proposed projects in person to Opioid Settlement Council members
- **By September 30** Projects are selected, applicants are notified, and funding is disbursed for selected projects



Applicant Information

Applicant type *

- I am applying as an individual.
- I am affiliated with an organization that is applying.

Organization name *

Main point of contact *

First Name

Last Name

Email *

Phone *

Briefly describe your organization. What strengths make your organization a good fit for receiving this funding? *

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Progress



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Proposed Project

Name of proposed project *

Project description *

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Summarize the project's major activities and goals.

Funding category *

- 1. Access
- 2. Education/Outreach
- 3. Evidence-Based Treatment/Interventions
- 4. Primary Prevention

Navigate back to first page for more information on funding categories.

Amount of funding requested *

\$

Does this project use a strategy that has evidence demonstrating its effectiveness? *

- This project is evidence-based. It uses a strategy that has been researched and shown to be effective.
- This project is innovative. It uses a strategy that has not been researched but has the potential to be effective.
- Other

You selected "evidence-based." What strategy or strategies used in this project have been researched and shown to be effective? *

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To learn more about evidence-based strategies, visit the [Opioid Solutions Center](#) from the National Association of Counties.



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Proposed Project (continued)

Project timeline *

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Outline the project's timeline using specific dates. Include any plans for long-term sustainability. Project timelines should begin in the fourth quarter of 2024 with a project completion date no later than December 2025. Contracts may be eligible for annual renewal with a maximum total term of five years (after which the project would be required to go back through the application process).

Population served *

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Describe the population this project will serve. Include demographic information (examples: race, ethnicity, gender, age, geography, socioeconomic status, etc.) and anticipated number of people receiving services/resources. Highlight any underserved communities that will be supported by this project.

Expected outcomes *

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What will the proposed project accomplish? How will Washington County communities benefit as a result of this project? Think about how you will show incremental progress throughout the project (including at quarterly check-ins with the County). What outcomes will you measure to demonstrate success?

(Optional) Is there anything else you would like to share as part of this application?



Shared Agreements

Washington County Opioid Settlement Council

- Honor confidentiality
- Be present at meetings and participate
- Listen to understand, not respond – we all have something different to offer
- Allow space to ask and receive questions
- Be open and respectful to the ideas of others – use respectful language to talk about those impacted
- Speak from your own experience and speak objectively
- Take space/make space – everyone has an equal voice during the meeting
- Have an agenda and stick to it – be efficient
- Share the role/context you're speaking from
- Only one person speaks at a time