

Agenda and Minutes

Washington County Opioid Settlement Council

Meeting Information

- Date and time: September 17, 2025 (Wednesday) from 4:00 pm to 5:30 pm
- Location: Washington County Government Center, Stillwater
- Council meetings are held on the third Wednesday of each month from 4:00 pm to 5:30 pm.
- Members of the public are welcome to attend council meetings as observers and have an opportunity to share comments during the designated period.

Opioid Settlement Council Members

- | | | |
|--|---|--|
| <input type="checkbox"/> Emily Brunner | <input checked="" type="checkbox"/> Josephine Igwacho | <input checked="" type="checkbox"/> Jay Pernu |
| <input type="checkbox"/> Deb Chmielecki | <input type="checkbox"/> Lori Kelley | <input checked="" type="checkbox"/> Seth Perry |
| <input type="checkbox"/> Jessica Feider | <input type="checkbox"/> Rose Kosin | <input type="checkbox"/> Carla Schweich |
| <input type="checkbox"/> Kristi Gullett | <input type="checkbox"/> Denise Lasker | <input type="checkbox"/> Jamie Steber |
| <input checked="" type="checkbox"/> Alicia House | <input checked="" type="checkbox"/> Jess Muszynski | |

Public Health and Environment (PHE) Chief Strategist Representatives

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

Agenda Items

- Public comment period
- Welcome and introductions
- Update on current status and promotion efforts

PHE provided a recap on the current timeline and shared highlights from current promotion efforts.

- Procedures and expectations for upcoming review and selection process

PHE provided an overview of what to expect in the upcoming review and selection process. Council members were reminded about procedures for conflict of interest and confidentiality.

- Open time for topics/questions/feedback

Council members discussed several ideas and suggestions, including:

- Providing opportunities for council members to appear at a conference or event, and have a social event as a council*
 - Consider moving the council's regular meeting time a little later (to 4:30 or 5:00 pm) to accommodate those coming from work*
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- Closing and next steps*

PHE will be in communication with the council as the funding application process continues. The next major step will be the application deadline on October 10.

Shared Agreements

- Honor confidentiality
- Be present at meetings and participate
- Listen to understand, not respond – we all have something different to offer
- 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
- Only one person speaks at a time

Focus for Today

- At the August council meeting, we finalized key details of this year's application process
- We are currently accepting applications – application period runs from September 2 to October 10
- Today, we'll talk about next steps in the process: review and selection
 - This is an important period in the council's work
 - We (Washington County and the council) have a shared responsibility to ensure a fair process with appropriate procedures for conflict of interest and confidentiality
 - **Please do not discuss specific projects at today's meeting**

Promotion Efforts

- Robust communications plan including a press release, social media, extensive email promotion, and more
- 2025 analytics from online application form (first two weeks of application period)
 - **109** unique views
 - **2** submissions
- 2024 analytics (same time period for comparison)
 - **75** unique views
 - **1** submission



Review and Selection Process

- Council members, excluding those who opt out based on conflicts of interest, serve on the Review/Selection Team
- Between October 10 and November 30, the Review/Selection Team will evaluate applications and select the next round of funding awardees
- PHE will provide guidance and facilitation to the Review/Selection Team throughout the process

Evaluation and Selection

- All submissions will be evaluated based on the requirements in the application process
- Selected projects will be those that are the best match
- *Right: example of scoring/voting results from last year*

Proposals (sorted by total score)	Total score (24 points)	Council Votes				Final Result
		Recommended		Not Recommended		
		Full amount	Reduced amount			
Proposal 10	20.3	9	0	0		Fully funded
Proposal 8	19.3	8	0	1		Fully funded
Proposal 4	19.3	6	2	1		Fully funded
Proposal 16	18.7	7	1	1		Fully funded
Proposal 18	18.3	8	0	1		Fully funded
Proposal 1	15.9	7	0	2		Fully funded
Proposal 2	15.9	5	2	2		Fully funded
Proposal 3	12.8	1	5	3		Partially funded
Proposal 15	12.6	1	1	7		Not funded
Proposal 6	11.4	0	2	7		Not funded
Proposal 13	10.6	0	0	9		Not funded
Proposal 17	10.2	0	1	8		Not funded
Proposal 14	9.7	1	0	8		Not funded
Proposal 7	9.2	2	0	7		Not funded
Proposal 9	8.9	0	0	9		Not funded
Proposal 11	8.4	0	0	9		Not funded
Proposal 12	8.0	0	0	9		Not funded
Proposal 5	7.4	0	0	9		Not funded

Conflict of Interest

- Council members with a conflict of interest related to any project application will not serve in reviewer/selection role
- Council members are responsible for self-identifying conflicts of interest – If you have questions about your specific situation, reach out to PHE

Conflict of Interest statement from Bylaws:

“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.”

Confidentiality

- All submissions are confidential
- Nothing can be shared with the public (outside the review/selection team) until an agreement is signed