

OPIOID SUBCOMITTEE AGENDA

Location: MIdMinnesota Credit Union
961 2nd St. NW Aitkin
Date: November 14th, 2023
Time: 1:00pm-3:00pm
Facilitator: Liz Short 218.927.7267

Agenda Items

1:00pm

Introductions

Attending: Rachel, Liz, Penny, Andrew, Aileen,
Kami, Jim, Luke

Erin, Liz

Liz reviewed meeting minutes from previous meeting.

Discussion re: the terms of seats and staggering.

Create matrix to identify seats, end of term date and who is filling which current seat.

How will you backfill a vacated seat? Recruit to fill remainder of term for that seat.

Reviewed mission, vision and conflict of interest statement.

1:15-1:45

Opioid Scorecard Review/Edits/Approval

Review of score card, it's purpose and how it should/will be used. Important, especially for communication to those who are denied funding. Serves as a way to share how the application may have not met funding thresholds.

Purpose of the group to discuss why each person scored the way they did.

Liz reviewed process SLC uses with their scorecards. Each member scores the

application individually then enters into a google doc to show entire committee the end result right away.

1:45-2:45

Funding Applications

Review approved/not approved

Mock review and scoring

Liz passed out the Hill City funding application.

Desire to have something bolder and more apparent of who the applicant is at the top of the application.

Discussion around HC funding application. Liz shared example of funding approval letter.

Reviewed OS funding to also support initiatives addressing other addictive substances.

Liz passed out McGregor Young Life application for committee to do mock scoring.

What format is desired: review application, do scoring and then discuss or review application, discuss then score. Preference is review application, score individually, discuss then enter scores electronically into group scoring.

Committee reviewed and discussed Young Life application and scoring per the scorecard.

Should there be a limit to the amount of time spent on reviewing and discussing an application and/or hearing from an applicant?

Does the committee want applicants to present?

Proposal to alter language on Section 5 to request all applicants to complete that section of the application.

Google doc scoring evaluated. All responses were tallied and the process appeared to work well.

Create a cover letter to distribute with the application for funding.

Applicants will be asked to be present, in person or virtual. Offer 20 or so minutes to

have a discussion about who they are and what their application consists of.

Subcommittee members will be asked to provide their questions regarding applications being reviewed back to Liz by a certain date.

Luke's application and Sealander Coaching applications were handed out for review prior to next meeting.

Format for next meeting for applicants

In person review

Questions regarding each application back to Liz by 11/22 by email.

Screening prior to review

2:55-3:00pm

Confirm Next Meeting Date

Nov. 28th 1-3pm

Penny will not be attending but welcome to send input to Liz