

MSU Community Needs Assessment Meeting
Minutes
 April 19, 2024, 3:00pm

Present	Debbie Lull, Jodie Becker, Judy St. Louis Scott, Karen Cheeseman (Zoom)
Guest(s)	Christy Thrasher (via Zoom) Jessica Virginia Barnes Najor (via Zoom)
Absent	Heather Bunker
Minutes by	Melissa Jerzykowski
Next Meeting	TBD

Topic	Discussion	Action Item
Review of Minutes	This is the first meeting, no previous minutes to review	
Previous Action Items	This is the first meeting, no previous action items to review	
New Business	<p>The last conversation was about the assessment and how we could possibly partner.</p> <ul style="list-style-type: none"> • Jessica stated that they work with MDHHS (Michigan Department of Health and Human Services) and collaborators through the Technical Assistance Collaborative (TAB) who partner with Wayne State University and the University of Michigan to provide support for counties who need guidance and/or support in determining how to spend settlement dollars. <ul style="list-style-type: none"> ○ There is a large range of services that can be provided. Their MSU team focuses on community assessment support – as minimal as providing the questions, to co-creating a community assessment process with focus groups, interviews, and surveys. They help implement those, gather data, and create reports. ○ Some counties want all qualitative data, other communities are doing a combination of qualitative and quantitative. ○ Jessica stated that she likes to start with qualitative data collection, like interviews and focus groups, to identify any big themes and then create surveys that are tailored to that qualitative data ○ Data that is gathered during this process belongs to the county – it is not for MSU, University of Michigan, or MDHSS, and it is not shared unless permission is given. • Jessica stated that focus groups are created depending on how the community wants to design it. As you move forward you will form a community assessment working 	

	<p>group and that is the group that they will meet with to create the community assessment process.</p> <ul style="list-style-type: none"> • Judy indicated that we already have our work group that includes representation from school, health department, veterans, etc., and that she is really interested in surveying but inquiring on how and who to distribute the survey to. <p>Judy is the county commissioner and was asked to start an opioid committee so there are judges, court administrators, and school principals already involved. The committee was formed to address the opioid settlement funds. The focus of the survey would be to decide what we implement in our community to get the most benefit from the funds. We are a subgroup trying to decide how to use MSU's services as we want to spend the funds based on what the community needs.</p> • Judy mentioned a publication she read regarding how counties have started their own county settlement websites as a commitment to transparency in the planning process, wondering if we would have to hire someone to do a website for us <ul style="list-style-type: none"> ○ Jessica states that she is not sure about website development as that is not part of their community assessment process, but they could find someone to help. Amy could also help identify where to seek that kind of support. Jessica will reach out to Amy to let her know that MSHS has questions about support to access to help build transparency for the process ○ There could possibly be the ability to add a link on the County Commissioner's website to a separate page to allow for transparency. <ul style="list-style-type: none"> ▪ Judy stated that she will reach out to Ed at the Sheriff's Department about adding a link for that. ○ Jessica mentioned that Amy has many different kinds of templates for counties to use as well. ○ Benefit of inviting local paper or is this too soon? Jessica indicated that the sooner the better to get the paper involved. Amy has some PR templates that are a good idea to use to ensure that the language is hitting right tempo – the more upfront and open you are from the beginning the easier it will be to head off any problems with any negative publicity in the future 	<p>Jessica to reach out to Amy regarding MSHS questions about support to access to build transparency for the process.</p> <p>Judy will reach out to Ed at the Sheriff's Department about adding a link to the County Commissioner's website.</p>
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	<ul style="list-style-type: none"> • Judy mentioned that an article she read said it's a good idea to invite the public to the opioid meetings • Next steps: <ul style="list-style-type: none"> ○ Jessica stated that they would spend a couple meetings with us first to better understand our goals, desires, needs, concerns, and what kind of information we want to gather. Then they would develop some guiding questions and make recommendations on methodologies based on what kinds of information/data are going to answer these questions. She mentioned that she prefers getting both qualitative and quantitative but it really depends on our needs. Generally the assessment process takes 6-7 months but some counties have chosen to take it more slowly. Jessica stated that her team could provide support in person when needed and that it is really important to broaden our network – a lot can be done electronically (surveys, etc.) but also in person. Some counties have had good success with electronic/QR code/social media surveys but AI has currently made that more difficult. • What have other communities done thus far? <ul style="list-style-type: none"> ○ Jessica stated that we are the first UP county but she does have some rural northern Michigan counties she could pull some samples from. ○ Christy mentioned that that can also be the agenda topic for another meeting – to look at samples from other counties. ○ Jessica stated that every county is in a different place. Some counties did not do an assessment and spent the funds on what they wanted and then got bad publicity for that. ○ Jessica says it is important to build better systems for support, not just to invest money in services. They have worked with counties that have spent money ahead of time and then ran into problems later. ○ Christy mentioned that it is important to remember the roll that assumptions can play in trying to spend the funds early. She cautioned that some communities thought they had a good grasp on what their community needed but the assessment showed evidence otherwise. • Strategy: Do other counties have a written out strategy with timelines? • Jessica and Christy replied yes, and that Amy does provide support in strategic planning. It can be a longer process 	
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	<p>but it can be useful because it engages not just the process of planning for the money you are getting now but how you move forward as a community in the long-term. Since this is funding over the next 18-20 years it is important to make sure that it is available and you are able to plan effectively for the long-term. As mentioned previously, Amy has templates and support for counties on developing spend plans, and mentions that Amy will reach out to us about connecting with some of these resources. One suggestion is to have a written plan and post it on the future webpage.</p> <ul style="list-style-type: none"> • Suggestion to put something in the news about the fact that “this is coming, please participate, we are starting the process, we want your input” • Next steps for the community assessment’s working group: <ul style="list-style-type: none"> ○ Jessica stated that we will formally develop a community assessment work group. The next meeting will be with Christy and Jessica to guide us through a series of questions to learn more about what kinds of questions are important to us to answer to develop guiding questions. If we have any existing data they would like that before the next meeting. This data could include community mental health data, hospital data. They have any state-wide data that is available, but they are looking for any county specific data. The next steps after developing those guiding questions will be to propose the kinds of data collection activities we want to go through in order to answer those guiding questions • Clarification on the kinds of existing data: <ul style="list-style-type: none"> ○ Jessica stated that it is any data that the hospital has gathered ○ Debbie stated that we conducted a community health needs assessment in 2022 but that has county demographics in it and that it clearly identifies the need for substance abuse and mental health services. This is one example of the data. Also the courts, CMH, some school systems do youth surveys, some counties have had “data walks” where everybody comes together to share the data they have because what one entity has might be helpful/informative and might help us understand the community mental health/substance use in our community. You can phrase it broadly – not just 	<p>Judy to add to next meeting’s agenda – review of county sample plans.</p>
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	<p>opioid issue because mental health is a driver for all of this</p> <ul style="list-style-type: none"> ○ The phrases/terms “substance use/abuse” and “mental health” are okay to use, and that the state is actually recommending using that language as co-occurring mental health issues are frequently interconnected with substance use/abuse. She mentioned that Amy is happy to reach out to us, and that she will email everyone <ul style="list-style-type: none"> ● Debbie stated that as a next step we can work on getting some dates together and decide who the full group is going to be. Judy will send this information out to Amy and reach out to Ed about adding the webpage to the commissioner’s website. ● Jodie asked if there is a way to reach out the members of the larger group to ask them to consider gathering any data they may have to do the data walk. She asks that we ask all of the members of all of the groups we are a part of for data and volunteers for participation in the work group. ● Jessica mentioned that if we are able to organize a data walk to please include her and Christy, and to make sure we set up enough time. They are happy to help us organize this. ● Judy will go back to the County Commissioners and update them on all of this great information. 	<p>Debbie, Judy, Jodie, Karen to gather dates and decide on full group members</p> <p>Debbie, Judy, Jodie, Karen to ask all members of all groups for data and volunteers</p>
<p>Open/New Action Items</p>	<ol style="list-style-type: none"> 1. Jessica to reach out to Amy regarding MSHS questions about support to access to build transparency for the process 2. Judy will reach out to Ed at the Sheriff’s Department about adding a link to the County Commissioner’s website 3. Debbie, Judy, Jodie, Karen to gather dates and decide on full group members 4. Debbie, Judy, Jodie, Karen to ask all members of all groups for data and volunteers 	