

Opioid Settlement Funds Advisory Group
Meeting Minutes
September 10, 2024, 3:30pm

Present	Judge Beth Ann Gibson (V) Christine Bawol (V) Christine Thrasher (V) Kelsey Auttersen (V)	Amy Dolinky (V) Karen Cheeseman Tracy Antkoviak	Jodie Becker Debbie Lull Judy St. Louis-Scott Melissa Jerzykowski Traci Krino (V)
Guest(s)	N/A		
Absent	Al Mitchell Amy Lester Andrew Alvesteffer Bob Marchand Christine Bawol Bryan Hookana Cara Kuenzer Christy Sibbald Emily Duncan Dr. Loretta Leja Joe Nolan Nick Adams Dr. Tim Hoffmann	Holly Bishop J. Stuart Spencer Kevin James Kristen Christiansen Melissa Tominac Paula Mayer Rachel Bommarito Regina Frazier Ronald Umbarger Samantha Warner Sara Loiselle Tanya Brandt Dr. Robert Currier Richard Pershinske	Tanya Winberg Edward Wilk Tara Belonga Leuna St. Andrew Kari Visnaw Kelly Champion Ben Larson Paula Nelson Jessica Barnes Najor
Minutes by	Melissa Jerzykowski		
Next Meeting	Tuesday, November 12, 2024 at 3:30pm in the MSHS Boardroom		

Topic	Discussion	Action Item
Call to Order	The meeting was called to order at 3:32pm by Judy St. Louis-Scott	
Roll Call	Roll Call was taken. "V" represents those who attended virtually by Zoom.	
Old Business	<ol style="list-style-type: none"> 1. Amy to resend draft of survey to the group <ol style="list-style-type: none"> i. Christy Thrasher will resend the survey to all on the invite 2. Amy to let MSU know that Mackinac County is ready to roll out the survey and having a final draft ready by Sept 10 <ol style="list-style-type: none"> i. Christy indicated that a jointly created timeline with Chippewa County has October being the month to finalize the survey distribution plan with November being the start of data collection ii. MSU recommends the distribution of printed surveys iii. Debbie and Judy agreed that a link to an electronic survey could be placed on the County's Opioid Settlement webpage as well as the MSHS website <ol style="list-style-type: none"> 1. Judy introduced the idea of using a QR code to access the survey electronically <ol style="list-style-type: none"> a. Christy cautioned the use of electronic surveys due to the chance of "bots" taking the survey and because there is a monetary 	<ol style="list-style-type: none"> 1. i. Christy Thrasher to resend survey to all on invite

	<p>incentive which increases the chances of people taking the survey multiple times</p> <ul style="list-style-type: none"> b. Christy also mentioned that access to internet for the target population is another factor to consider with the use of electronic surveys <ul style="list-style-type: none"> iv. Judy asked how the participants will receive the incentive gift cards <ul style="list-style-type: none"> 1. Christy stated that physical gift cards could be sent to the locations distributing paper surveys requiring signature sign-outs and that Amazon gift cards could be provided to those participating in online surveys 2. She stated that \$4,000 has been allotted to the county for incentives for participating in the community assessment v. Debbie asked about trends among counties regarding which survey methodologies have been the most successful <ul style="list-style-type: none"> 1. Christy stated that that is hard to compare due to the significant population number variations, however, one particularly successful county had the survey open to the target population for the first 2 weeks, and then opened the survey to the rest of the public vi. Judy asked who conducts the interviews <ul style="list-style-type: none"> 1. Christy indicated that MSU would facilitate the interviews based on a list of individuals provided by Mackinac County and MSHS vii. Amy will forward excel file (survey distribution plan) to start recording target population partners – organizations, leaders, governments, etc. <ul style="list-style-type: none"> 1. MSHS will start draft and circulate through group ensuring Kelly Champion is included 2. Jodie mentioned she has list of all grocery stores and gas stations in the area viii. Christy and Amy indicated that the Committee should start discussions regarding who will print the surveys, where and how the surveys will be distributed and collected, how much to compensate for participation, how many people to compensate, how long to leave the survey open, if the survey will be done in stages or phases. <ul style="list-style-type: none"> 1. Christy mentioned that the gift cards are not only an incentive for participation, but to recognize that peoples' lived experiences are valuable ix. Amy, Christy to create and send checklist for distribution planning <p>3. Committee to determine which groups to send the survey to</p>	<ul style="list-style-type: none"> 2. vii. Amy will forward the Survey Distribution Plan excel file 2. vii. 1. The Committee will include Kelly Campion in the drafting of the Distribution Plan 2. viii. The Committee to start discussions regarding printing/collecting surveys, compensation details, survey progression/life cycle 2. ix. Amy, Christy to create and send a checklist for distribution planning
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	<ul style="list-style-type: none"> i. Covered by previous action item and discussion <ol style="list-style-type: none"> 4. Amy to send a list of ideal survey populations to the group <ul style="list-style-type: none"> i. included in the excel sheet that she will be sending later this week 5. Committee to start discussions regarding a timeline for funds distributions, how the survey data will be used, and how the results will be prioritized <ul style="list-style-type: none"> i. Amy stated that most counties wait for survey results to come back before deciding what to do with the funds – survey will identify priority areas ii. Once info comes back, MAPS has resources and templates for Requests for Proposals <ol style="list-style-type: none"> 1. Submitted proposals that address the priorities identified in the survey are given greater priority iii. Christy suggests that the Committee discusses how the report will be shared with the community 6. Committee to determine how long the survey will be open and timelines for check-ins and reassessments with MSU <ul style="list-style-type: none"> i. Tied into previous action items and discussion 7. Dr. Hoffmann to touch base with the clinical psychologist in Kinross regarding the possibilities of assisting with the establishment of an AA-style program in Mackinac County <ul style="list-style-type: none"> i. Tracy A. to reach out to Dr. Hoffmann regarding status 8. Amy to send the Local Government Learning Community meeting schedule to the group – CLOSED 	<ol style="list-style-type: none"> 5. Committee to start discussions regarding prioritization of funds 5. iii. Committee to start discussion regarding how the survey results will be shared with the community 7. i. Tracy A. to reach out to Dr. Hoffman regarding status on contact with Kinross psychologist and establishment of AA-style program in Mackinac County
New Business	<ol style="list-style-type: none"> 1. Website Update – Judy St. Louis-Scott <ul style="list-style-type: none"> i. Worked with Becky in the Treasurer’s Office to locate link/webpage: www.mackinacounty.net > Commissioners > Opioid Advisory Group ii. Agendas, minutes, and other related documents can be found here 	
Action Items	<ol style="list-style-type: none"> 1. Christy Thrasher to resend survey to all on invite 2. Amy will forward the Survey Distribution Plan excel file 3. The Committee will include Kelly Campion in the drafting of the Distribution Plan 4. The Committee to start discussions regarding printing/collecting surveys, compensation details, survey progression/life cycle 5. Amy, Christy to create and send a checklist for distribution planning 6. Committee to start discussions regarding prioritization of funds 7. Committee to start discussion regarding how the survey results will be shared with the community 8. Tracy A. to reach out to Dr. Hoffman regarding status on contact with Kinross psychologist and establishment of AA-style program in Mackinac County 	
Adjournment	The meeting adjourned at 4:16pm	