



Health & Human Services Agenda Request

3A
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Opioid Settlement Program Updates

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA		<input checked="" type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY		<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

Submitted by: Paula Arimborgo	Department: H&HS Administration
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Presenter (Name and Title): Erin Melz & Elizabeth Short, H&HS Public Health	Estimated Time Needed: 10 min
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Summary of Issue:
Opioid Settlement Program Updates

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$
 Is this budgeted? Yes No *Please Explain:*



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Opioid Settlement Toolkit

CONTENTS

Overview of the ToolKit	3
Tools for Opioid Settlement Spending	3
Implementing a County Strategy Plan	3
Development of a subcommittee	2
Determining who will make decisions	3
Timelines for implementation	4
Reporting	4
Quarterly Reporting	4
Annual Reporting.....	4

OVERVIEW OF THE TOOLKIT

The purpose of this toolkit is to provide guidance to Aitkin County on how to make the best decisions around their opioid settlement funding by promoting promising and proven practices. This toolkit contains recommendations on implementation, decision rights around opioid settlement (OS) dollars and timelines for implementation.

TOOLS FOR OPIOID SETTLEMENT SPENDING

Aitkin County will be utilizing the [John Hopkins Principles of Spending](#) and the [Local Public Health Guide to Spending Opioid Settlement Funds](#) to assist with funding strategies. These resources will help us stay on track with developing opioid funding plans.

IMPLEMENTING A COUNTY STRATEGY PLAN

Development of a Subcommittee

Aitkin County Health and Human Services (HHS) will develop a subcommittee comprised of 10-12 community members. Applications will be reviewed by the County Administrator, HHS Director, Public Health Supervisor and Opioid Settlement Program Coordinator. Selected members will be assigned a two or three year term. It is important to have a wide background of community members on the committee. Aitkin County Public Health will make every effort to reach out to specific demographics or underserved populations. This committee may include but is not limited to:

Legal Professionals	Law Enforcement	Corrections	Public Health
Treatment/Recovery	County Commissioners	Veterans	Youth
Medical Professionals	Education	Cities/Townships	Lived Experience
LGBTQ	BIPOC	Seniors	

The role of the committee will be to screen funding applications using specific metrics and measures to insure that the request meets all of the funding requirements. Approved applications will be presented to the County Board for final approval. It is anticipated this committee will meet more frequently in the first six months establishing Rules of Engagement (bylaws), terms for members and meeting cadence.

Determining Who Will Make Decisions

Final approval on spending will be determined at both the County Board Level and County Administrator Level. There are three possible scenarios that funding requests will follow before final approval.

- Funding requests over \$3,000. These requests will flow through the subcommittee. The committee will review applications using specific metrics and measures to ensure that the request meets all of the funding requirements. The subcommittee will refer recommended applications to be presented to the County Board [consent agenda?] on a quarterly basis for final approval.

- If the funding request is \$3,000 or less, the Health & Human Services Director, Public Health Supervisor and Public Health OS Program Coordinator will review applications, as needed, using metrics and measures to ensure that the request meets all of the funding requirements, and refer the recommended requests to the County Administrator for final approval. The approval will be included on the next quarterly metrics report to the Board.
- If a funding application is over \$3,000 and has extenuating circumstances which require an expedited timeline the County Administrator, Health & Human Services Director, Public Health Supervisor, Public Health OS Program Coordinator and a minimum of three subcommittee members will meet, review the application using specific metrics and measures to ensure that the request meets all of the funding requirements and, if recommended, refer the request to the County Board for final approval at the next Board meeting [consent agenda?].

Timelines for Initial Implementation

Finalize Subcommittee and Funding Applications	May 22nd
Subcommittee Application Deadline:	July 15th
Screening and Selection of committee	August 1st
First committee meeting	September TBD
Begin accepting applications for funding	October 1st
Screening and approvals to Board	November 30th
Funding Awarded by Board	December TBD
Notification of awards	January 2024

REPORTING

Communication with the Aitkin Board of Commissioners

Public Health will create a one-page quarterly metrics data sheet for the County Board that outlines the current funding proposals, approved proposals and general data related to dollars received. Information for this report is still in development.

A more detailed presentation will be provided to the Board annually

Annual Reporting to Minnesota Department of Health

Counties are required to submit a brief report annually. The report data is used to inform the public and policymakers on the use of opioid settlement funds by participating governments. The annual reporting will encompass a few basic questions on the expenditures funded with the opioid settlement funds, including details on programs or services drawn from the categories of approved uses. Reporting will be broken down into three parts. Part I (contact information) and Part II (information on funded

service/program) will be filled out if counties spend less than \$25,000 of settlement funds on one project in a calendar year. For expenditures of \$25,000 or more on one project in that calendar year, the report must include Parts I and II as well as Part III (outcomes) for that activity or service. These thresholds only apply to settlement funds expended, not additional funding on an activity or program drawn from other funding sources.

Consultation and Partnerships

Each county receiving Opioid Settlement Funds must consult annually with the municipalities in the county regarding future use of the settlement funds in the county, including by holding an annual meeting with all municipalities in the county in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county. These meetings shall be open to the public.

Contact:

Please direct all correspondence to the contact information provided below.

Liz Short, PHN

Aitkin County Public Health
 ((218) 927-7267

Elizabeth.short@co.aitkin.mn.us



2023

Opioid Settlement (OS) Funding Application

Section 1: Applicant Information

Date	
Organization Name	
Street Address	
Mailing Address <i>if different</i>	
City, State, Zip Code	
County	Aitkin

Primary Contact	
Phone	
Email	

Financial Contact	
Tax ID/SSN	
Phone	
Email	

Information provided in this application may be used for promotional materials. This includes, but is not limited to: fact sheets, Minnesota Department of Health reports, newsletters, social media posts, and media releases. Additional information may be requested by Aitkin County Public Health e.g. a release might be requested for individuals in photographs.

By checking this box, you acknowledge and accept the statement above.

PROJECT NAME:	<Replace text with your project name>
Brief Overview	<Give a brief overview of your project including how funds would be used. If your request is over \$25,000 provide a brief description of the desired outcome or goal of your project >
Funding Request	<Replace with amount of OS dollars you Are requesting.>

Section 2: Project Category

Each project should fall within one or more of the following mitigation categories. Select one or more of the categories that best match your project.

Treatment

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health condition through evidenced based or evidence informed programs or strategies.

Examples may include:

- Treat OUD
- Support People in Recovery
- Connect People who need help connecting to the services they need (connections to care i.e. transportation)
- Address the needs of criminal justice-involved persons
- Address the needs of the perinatal population, caregivers, and families including babies with neonatal opioid withdrawal syndrome
- Medication-assisted treatment (MAT) such as methadone, buprenorphine or naloxone.

Prevention

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidenced based or evidenced informed programs. Support efforts to discourage misuse of opioids through evidence based or evidenced informed programs. Examples may include:

- Training for health care providers
- Continuing Medical Education on appropriate prescribing of opioids
- Media campaigns to prevent misuse
- Funding evidence-based prevention programs in schools
- Upstream education on the harm of other addictive and harmful substances such as alcohol, tobacco or marijuana.

Harm Reduction

Harm reduction is a set of ideas and interventions that seek to reduce the harms associated with both drug use and ineffective, racialized drug policies. Harm reduction stands in stark contrast to a punitive approach to problematic drug use—it is based on acknowledging the dignity and humanity of people who use drugs and bringing them into a community of care in order to minimize negative consequences and promote optimal health and social inclusion. Examples of Harm Reduction may include:

- Support Services for children and families affected by substance use disorders.
- Overdose Prevention including distribution of Narcan, Fentanyl test strips, safe use education materials and increased access to proven effective and promising overdose prevention practices utilized in other counties and states.
- Community education to reduce the stigma around OUD

Research and Training

Support opioid abatement research and training. Examples may include:

- Funding for staff training or networking programs and services to improve the capability of government, community, and not for profit entities to abate the opioid crisis.
- Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
- Research non-opioid treatment of chronic pain.
- Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

Section 3: Guiding Principles

Your project will need to be guided by the following five principles set forth by the Johns Hopkins School of Public Health. Please indicate which of these principals apply to your program. You do not have to meet all of the guiding principles.

- Spend Money to Save Lives.
 - OS dollars will be used on a specific project and not to fill budget gaps or shortfalls in other programs. OS dollars are being used to expand on an existing evidenced based program or initiative.

- Use Evidence to Guide Spending
 - There is evidence to support expansion of an existing program. This could include an initiative or program that was not successful but there are learned outcomes that could be successful.

- Invest in Youth Prevention
 - This program supports, children, youth and families in effective programs.

- Focus on Racial Equity
 - This program serves a specific demographic or underserved population in our community. Check one.

<input type="checkbox"/> Socioeconomic	<input type="checkbox"/> Veterans	<input type="checkbox"/> Other _____
<input type="checkbox"/> Seniors	<input type="checkbox"/> Homeless	<input type="checkbox"/> LGBTQ
<input type="checkbox"/> Youth	<input type="checkbox"/> Black/Indigenous/People of Color	

- Develop a Fair and Transparent Process for Spending Funds
 - There is a process in place for clear and transparent use of OS dollars

Please Note:

It is the Applicant's sole responsibility to keep clear and detailed records that demonstrate the OS dollars requested were used for the amount and purpose(s) outlined in the initial application. Aitkin County Public Health and/or the Minnesota Attorney Generals Office, reserves the right to audit the Applicants records at any time without prior notice.

Section 4: Work plan and Goals

Give a detailed description of your project work plan and goal. List your goals related to the project. Include planned activities to meet these goals, intended timeline and responsible individual(s). Add rows as needed.

<Replace this text with project detail and goals.>

ACTIVITIES TO ACCOMPLISH GOAL(S)	TIMELINE	RESPONSIBLE INDIVIDUAL(S)

Section 5: Evaluation:

If your request is over \$25,000 please complete this section. If it is under \$25,000 you do not need to complete this section. What would indicate to you that this project was successful? How will you measure progress or change? Describe your anticipated impact(s). Add rows as needed.

Project Outcomes	How will you measure these changes?	What will you do with these results?

PROJECT SUSTAINABILITY: Identify how you will work to sustain the project beyond the initial funding.

<Replace this text with your narrative.>

Section 6: Budget and Funding Request

Please complete the total project funding table below or the attached Excel sheet. You can also attach your own detailed budget.

Total Project Funding Table

A) How much funding are you requesting from the Aitkin County Opioid Settlement Funds?	\$
B) Do you anticipate any additional funding for this project? <i>Include other grants, donations, fundraised amounts, budgeted dollars, etc.</i>	\$
C) How much do you or a partner anticipate contributing in-kind to the project? <i>Include staff/volunteer time, etc.</i>	\$
Total Project Cost <i>(should equal the sum of the 3 lines above)</i>	\$

Submit your completed application via email to Elizabeth.short@co.aitkin.mn.us
Please put OS Application in the subject line.



Health and Human Services
 204 1st Street NW
 Aitkin MN 56431



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Aitkin County Opioid Settlement Subcommittee Application

Personal Information

First Name:			Date:	
Last Name:				
Address:			Phone:	
City State and Zip				
Age Range	<input type="checkbox"/> 15-17 <input type="checkbox"/> 18-24 <input type="checkbox"/> 25-34 <input type="checkbox"/> 35-44 <input type="checkbox"/> 45-55 <input type="checkbox"/> 55-65 <input type="checkbox"/> 65 + <input type="checkbox"/> Prefer not to answer			

Application

Residence **How long have you lived in Aitkin County? What do you like the most about living in Aitkin County?**

Community **Have you ever served on any type of committee or board? If your answer is no is there anything about serving on a committee that you have concerns or questions about?**

Motivation **What interests you about becoming a member of this committee?**

Background **Please give a brief overview of your education, past or present employment, and areas of interest or expertise you think you could bring to this committee.**

Connection Have you been impacted by any part of the opioid epidemic? Be as brief or as specific as you would like.

Comments Add any additional comments that you would like the reviewers to be aware of.

Additional Information

It is anticipated that this committee will meet monthly until a consistent process and decision making requirements are in place. At that time the committee will decide what frequency is required to conduct usual business. The meetings will generally be after normal business hours during the work week. The role of the committee is to help guide the spending of the opioid settlement dollars coming into Aitkin County over the next several years. The term on the committee will be for two to three years as to stagger member changes on the committee. It is important that the makeup of our committee reflect a broad representation of our community and bring diverse experiences and backgrounds including those who have been impacted by opioids directly or indirectly, faith-based organizations, law enforcement, healthcare, veterans, youth, education and any underserved portion of our population. Anyone in Aitkin County is encouraged to apply, even if you have never served on a committee of any kind. Please note, there will be a selection process to accept 10-12 applicants.

Next steps:

Selected applicants will be invited to attend our first subcommittee meeting at which time there will discussion and decisions on the committee’s Rules of Engagement and meeting cadence. All members will be asked to sign a Conflict of Interest Agreement.

Tentative Committee timelines:

Application deadline is July 15th

Selection complete August 1st

First Meeting September

To be signed by applicant:

I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Applicants Printed Name Applicant Signature Date

If you have any questions or would like to discuss this application further please contact:

Liz Short PHN
Aitkin County Health and Human Services
204 1st Street NW Aitkin MN 56431
Office: 218-927-7267