



Meeting Minutes: Dakota County Opioid Response Advisory Committee

Date: Tuesday, May 7, 2024
Minutes prepared by: Elizabeth Unten
Location: Dakota County Norther Service Center

Attendance

- Lived Experience
 - Maria Anderson
 - Jennifer Denmark
 - Susan Pugh
 - Jacqueline Young
- Health Care
 - Michael Beltowsky
 - Marcus Blue
 - Dr. Seema Maddali
- Community Partners
 - Hanna Kazempour
 - Q Mursal
- Local Government
 - Luke Hellier
- Dakota County
 - Erin Carder
 - Elizabeth Unten
 - Alicia Ward
- Absent: Nate Burkett, Terry Johnson, Tiffany Neuharth, Bridgette Norring, Bryan Schowalter, and Cara Schulz

Decisions Made

- ORAC 2024 Work Plan was approved to bring to board for approval during the CSCW Meeting on May 14, 2024.

- Maria Anderson, Marcus Blue, Hanna Kazempour, Jennifer Denmark, and Q Mursal volunteered to serve on the Opioid Response Advisory Committee – RFP Subcommittee.

Action Items

- Reach out via email to local government ORAC representatives who were not present to inquire about their interest in participating in the RFP subcommittee.
- Send meeting invites to subcommittee members.

Agenda

- Approval of Minutes
- Approval of ORAC 2024 Work Plan
- RFP Process and Timeline
- South Metro Community Services Presentation
- Public Comment

Next Meeting

Date: Tuesday, June 4, 2024

Time: 3:00 pm

Location: Northern Service Center, Room 520

Meeting Notes

Per Diem Requests

Eligible committee members who opted to receive a per diem received request to sign.

Agenda

Jennifer Denmark moved to approve the agenda, and it was seconded by Marcus Blue. The motion passed.

Approval of Minutes

Jennifer Denmark moved to approve the minutes of the previous meeting, and it was seconded by Marcus Blue. The motion passed.

Approval of ORAC 2024 Work Plan

Luke Hellier moved to approve the Opioid Response Advisory Committee 2024 Work Plan, and it was seconded by Marcus Blue. The motion passed.

RFP Process and Timeline

The committee deliberated on establishing a 5-member subcommittee responsible for developing the Request for Proposal (RFP) process, subject to committee approval. Expressing interest in this subcommittee were Maria

Anderson, Marcus Blue, Jennifer Denmark, Hanna Kazempour, and Q Mursal. Given the absence of some members, it was proposed that an email be sent to committee members representing local government to gauge interest. Invitations will be sent to the RFP subcommittee members to start drafting the RFP, with meetings scheduled during business hours.

Jen Jech presented the county's RFP process and timeline to the group.

It was highlighted that the RFP timeline typically spans 5-6 months, including the following steps:

- Receive Solicitation Unity form
- Meet with program staff to discuss content for the RFP
- Complete draft of RFP, send to the review panel for comment
- Review panel revisions are due
- Internal approvals (Dept Head, Contract Manager, CS Dep Director)
- RFP final form
- Route via UF to Colleen for Digital Accessibility (DA Review)
- Email sent to Dakota County Communications to post on Dakota Works
- Posting Date (RFP application on the website for a minimum of 2 weeks up to a month)
- Providers Conference/ Informational Meeting
- Q&A document from providers conference posted on Dakota works
- Proposals Due
- Proposals and evaluation forms delivered to review panel
 - Proposal review: select best proposals, schedule interviews, check references
 - Hold interviews and check references & make final selection
- Notification to providers of award/ send letters of intent to select providers
- CSCW Agenda Review and Meeting
- Approval of contracts from the County Board of Commissioners, which can take as little as a month.
- Contract Start Date

South Metro Community Services Presentation

Ashley, Director of South Metro Community Services (SMCS) guided the committee on a comprehensive understanding of SMCS's role as a Recovery Community Organization (RCO) lead by the recovering community. The presentation covered key topics such as what is an RCO, understanding stigma, peer recovery, strategic placement of peers, increased access and decreased barriers, social media and influencer marketing, and the power of volunteers. Ashley highlighted the diverse range of services provided by SMCS, including tattoo removal, Naloxone Access Points (NAP sites), naloxone trainings, peer recovery services, Home Free Boutique, offering free essentials with dignity in mind, creating a safe and inclusive place for everyone.

Ashley also introduced "Bright Ideas" aimed at enhancing support for the recovering community, including a 24/7 Opioid Support Line, self-dispensed NAP sites for increased Naloxone access, social media initiatives to normalize the use of naloxone and create conversation, and engaging volunteers in meaningful community service roles.

Public Comment

Five members of the public were present.