

BUDGET TASK FORCE

Meeting Minutes

September 29th, 2023 9:30 - 11:30 am

Hybrid: In-person at the Community Health Institute/JSI and virtually on Zoom

Attendance

Name	Attendance
Task Force Members	
Traci Fowler (Co-Chair)	Absent
Matt McKenney (Co-Chair)	In person
John Burns	In person
Alissa Cannon	In person
Karen Collins	In person
Annette Escalante	Absent
Kate Frey	Absent
Power Hsu	Absent, proxy Dr. Abby Lhereaux
Lauren McGinley	In person
Cheryle Pacapelli	In person
Kristine Paquette	In person
Sarah Shanahan	In person
Shannon Swett	In person
Public	
Elizabeth Biron	Zoom
Dan Andrus	Zoom
Jaime Powers	Zoom
Mia Qualls	Zoom
Center for Excellence on Addiction/JSI Staff	
Amy Daniels	In person
Becca Spaulding	In person

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Welcome and Introductions

Introductions were complete in person and on Zoom. Four members of the public were present on Zoom, while all Task Force members present were present in person.

Approve Minutes from May 26th and July 28th

Karen Collins made a motion to approve the minutes from the May 26th meeting. Rick Frost seconded the motion. All voted in favor; there were no abstentions.

Rick Frost made a motion to approve the minutes from the July 28th meeting. The motion was seconded by another member of the Task Force, and most voted in favor. There were no objections. Alissa Cannon, Kristine Paquette, Sarah Shanahan, and Shannon Swett abstained, as they were not present for the July meeting.

Memo of Approval of Funding for Syringe Services Programs

At the May meeting, a motion was made, seconded, and voted in favor of by the Budget Task Force to use the \$400,000 allocated by the Commission in 2019 to support active syringe service programs as originally intended. Amy shared that during the G&C meeting on August 23rd, this motion was approved.

Review of the Draft Current Investments Dashboard

The current draft of the Investments Dashboard¹ was shared with the meeting attendees via Zoom screenshare and the conference room monitor. Amy explained to the Task Force and members of the public the way the spreadsheet was organized, and why. She emphasized that the Dashboard is currently in a draft stage, and is not yet ready for public distribution. Feedback was solicited from the Task Force, as this Dashboard will be one of the major sources of information, as well as the most accurate and up-to-date, they will use in the future to make decisions about recommendations to the Commission.

In response to questions from the Task Force, Amy explained that the Investment Workbook will only capture information about funds that the Commission oversees that are currently in contract, how much is being spent, and which aspect of the [Governor's Commission Action Plan](#) each investment addresses. Information about whether or not these initiatives are fully-funded, which funding source is being used to fund it, the

¹ In previous documents, this document has been referred to as the "Financial Dashboard." Going forward, the official name of the Dashboard will be the "Investments Workbook."

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efficacy of the initiatives, or what money is currently unspent, may be captured in different documents.

Visual representations of the data were encouraged by task force members. Any ideas or feedback re: visuals (graphs/charts/etc) can be sent to Amy.

Amy shared that the Dashboard will be ready in time for the Governor's Commission meeting on October 27th; Task Force members will have access to the details found in it before they need to make any decisions. Once it is approved, it will be known as the "Investments Workbook," in order to distinguish it as a living document that will change in order to reflect the most up-to-date information about Commission Investments. Ultimately, it will be publicly available on the [Budget Task Force web page](#).

Currently, the Dashboard contains columns showing the aspect of the [Plan](#) the investment relates to (as defined by DHHS), the contract approval date (including a link to the G&C meeting minutes in which the contract was approved), links to the vendor's website, and the population served by the initiative/investment, among others. Distinct from the Crosswalk, which lists all the strategies in the Plan and what is happening in each strategy, the Dashboard provides more detail about the specific contracts that contain Commission funds. Importantly, all the information found in the Dashboard is already publicly available.

One Task Force member brought up the fact that often organizations under DHHS contracts are underfunded, and cannot survive on the funding they receive. It was noted that often organizations don't request what they need when applying for DHHS contracts, instead only requesting what they know the State has to give. Another attendee noted that in order to understand what "fully funded" truly means for organizations in general, one would have to speak to a representative from each individual organization to understand what it would mean for that specific organization to be fully funded, then synthesize the information gathered from the organizations to determine a general definition. Regardless, this information about the definition of full funding may not even be useful without qualitative information about efficacy.

One Task Force member noted that it could be beneficial to find the same data in the Dashboard currently, but for a few years prior, to find key impact data to show trends over time. It was pointed out that the first duty of the Data Task Force is to review and revise measures for such data, as the measures were not appropriately updated prior to publishing the Plan, due obstacles created by the COVID-19 pandemic. Currently, the Data Task Force is doing research regarding this topic.

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One Task Force member asked about the nature of population tracking in the Dashboard. Amy clarified that the "Population Served" column in the Dashboard represents the target population as identified in the contract, rather than the population actually served in practice.

Similar to the "Population Served," the "Region Served" column represents the region identified in the contract. It was noted that some contracts for which the whole state is meant to be served, in particular aggregated contracts with one facilitating organization and multiple vendors, may still concentrate the majority of efforts in one region of the state. Due to the complicated nature of these aggregated contracts, truly representative regional data is difficult to come by.

Another Task Force member mentioned that there isn't a single Sober Living Community or Recovery Community Organization in Coos County, and shared that they would like to see how rural areas specifically are funded, using one of the columns in the Dashboard.

Discussion of Investment Recommendations Process and Timeline - "How"

Amy shared that work on preparing for the Public Forum on October 6th, at which members of the public can provide input on what they believe should be prioritized for Governor's Commission funding, is underway. A public input survey for the same purpose is also live, and will remain open until October 13th. The comments gathered from both the Forum and the survey will be compiled by October 31st. Materials that should be available to Budget Task Force members before the next Task Force meeting include: the final draft of the Investments Workbook (Dashboard), the updated Opioid Abatement/Alcohol Fund Crosswalk, aggregated themes from the Public Forum and public input survey, recommendations and feedback from the C&C Task Force, recommendations/requests from the DHHS, and feedback from Patrick and the Task Force Co-Chairs groups. Additionally, a representative from the DHHS will be attending the next Budget Task Force meeting to answer questions from the Budget Task Force about DHHS recommendations.

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It was noted that the large amount of materials will need to be reviewed by members prior to the next task force meeting. Given that the November meeting is the only meeting scheduled to make recommendation decisions, it will likely require a longer meeting than usual. Karen Collins made a motion to extend the upcoming meeting, and Lauren McGinley seconded the motion, while adding that food and drink should be provided. All voted in favor, with no abstentions.

Public Comment

Dan Andrus, from the Data Task Force, shared that it was great to see this come together and that it was great to be here, and thanked the Task Force. Sarah Shanahan motioned to adjourn the meeting, and Karen Collins seconded that motion. All voted in favor.

Decisions/Recommendations Made

1. Due to the large amount of materials to review, the next meeting will be extended to three hours, beginning at 9 am. Due to the length and time of the meeting, refreshments will be provided.

Next Steps

- The next Budget Task Force meeting will be held on November 17th, at 9 am - 12 pm.
- Amy will make a request to Patrick to extend the next meeting to allow for more time to review materials.
- The Center/JSI team will arrange for refreshments, and lunch to be available after the next Budget Task Force meeting.