

MINUTES

Aroostook County Opioid Task Force
October 22, 2024 1:00 PM
Administrative Hearing Room – Caribou Courthouse

Present:

Erik Lamoreau, Co-Chair, Committee Member
Peter Johnson, Sheriff, Co-Chair, Committee Member
Ryan D. Pelletier, County Administrator
Dana Gendreau, Finance Director
Michael Greenlaw, Committee Member
Freeman Corey, Committee Member
Dr. Samuela Manages, Committee Member - Zoom
Jennah Godo – Catherine Cutler Institute – Zoom
Steve Pelletier, ARPA Administrator
Tammy Pelletier, Operations Assistant

1. Co-Chair Erik Lamoreau called the meeting to order at 1:03 pm.
2. The minutes of September 10, 2024 were reviewed and approved by consensus with a notation that the projected timeline in Article 5(a) to present the LOI to the Commissioners on October 16 was not met as it needed to be reviewed by the Task Force prior to submission to the Commissioners. The LOI will now be presented for approval at the November 20th Commissioners' meeting.
3. Mr. Ryan Pelletier presented the draft Letter of Intent for review, explaining that this follows the same process as the County's ARPA LOI. A discussion proceeded regarding the projects within the LOI matching the application that would be subsequently submitted. It was agreed by consensus that the project indicated on an LOI must match the project on the application. A notation will be added to the LOI and the application to indicate this requirement. With this notation being added, the Task Force approved the draft LOI by consensus.

A new timeline was discussed to include the following:

- a. Application to be drafted and approved by the Task Force via email no later than November 12th.
- b. LOI and application to be reviewed and approved by the Commissioners on November 20th.
- c. If approved, a press release and other methods of notification will be published on November 21st to notify the community of the availability of funding for Opioid remediation and the process by which the County will be accepting applications and the disbursement of funds.
- d. LOI's will be due Monday, December 16th.
- e. LOI's will be reviewed and approved at the Opioid Task Force meeting scheduled on Tuesday, December 17th.

- f. Approved LOI's will be notified and asked to complete the full application by Wednesday, January 15th.

Note: The Task Force will not meet in November as previously scheduled.

4. Mr. Erik Lamoreau opened the discussion regarding the draft application and determining a scoring rubric. Mr. Freeman Corey commented that trying to come up with scoring based on a narrative application is too subjective and it is making it hard to figure out how to fairly score applications. Mr. Lamoreau suggested using SMART goals as part of the narrative so that there is something that shows how a project will be measured by the applicant. The narrative questions on the draft application do include the request to explain in detail the purpose, who will benefit, the demographic, the impact, job creation and how they will evaluate and measure success.

It was agreed by consensus that Page 6 of the draft application which includes a question to cite specific language within the MOU is not needed and can be removed.

It was agreed by consensus that the supporting documents on Page 9 be revised to highlight that these are **if applicable and available**, with only a few documents being required such as Mission, Vision, Strategic Plan; Annual Budget; proof of liability/malpractice insurance, proof of state licensures for providing Substance Use Disorder services. An organization chart will be added to the listing as being required. The description for documents to prove financial stability should also include balance sheet and bank account statements as available. The listing will be updated to include checkboxes for applicants to select what they will be including with the application.

The application draft will be updated as noted and sent to the Task Force via email for feedback and approval. The application will need to be approved by the Task Force no later than November 12th to be included on the November 20th Commissioners' meeting agenda.

5. Mr. Freeman Corey noted that the needs assessment included that there was a need for employment training in order to increase access to services. He asked if the Task Force could set aside monies to support local training for providers. Currently, the substance use field relies heavily on one agency, Adcare, which requires providers to travel for training/conferences. Dr. Samuela Manages agreed that it was a need within Aroostook to provide local training for CEU's and CME's for providers. Mr. Ryan Pelletier confirmed that training was an acceptable use of the Opioid Settlement funds and the suggestion would be to find a partner agency that would be willing to set up a conference/training opportunities within the County. This will be something that can be looked at in the future rounds of funding disbursement.

Mr. Ryan Pelletier presented an update on a new position that will be coming to the District Attorney's office in anticipation of a Drug Court being put into place. The recent resignation of the prior Office Supervisor/Post Conviction Advocate has allowed for a redesign of that position which will now be a Policy and Treatment Recovery Caseworker. The role would act as a liaison with the Opioid Task Force. The role would be responsible for creating

treatment and recovery policy, administration and case management, among various other duties related to drug court, restitution and deferred dispositions.

Mr. Pelletier provided an update on the process the County is going through to get a new jail in place. The Jail Commission and Commissioners completed a 3 day training from the NIC for Planning of New Institutions at the beginning of October. The next step is to get a needs assessment completed which will include what services to offer at the jail and how to allow the community at large to also access those services to maximize effectiveness of the programs. The needs assessment will help determine what size of jail is needed, where the jail should be located and which supports should be in place for inmates. Mr. Pelletier has been in contact with the Deputy Chief in Franklin County Ohio who was recommended as a partner to help guide Aroostook County through the process Franklin County has already completed.

6. Co-Chair Erik Lamoreau adjourned the meeting at 2:03 pm.

**Next meeting Aroostook County Opioid Task Force
Tuesday, December 16, 2024 11:00 AM (Lunch provided)
Administrative Hearing Room – Caribou Courthouse**