

# OPIOID STEERING COMMITTEE

**Location:** PH Conference room  
**Date:** 11/10/2025  
**Time:** 2:00 PM  
**Co-Chair:** Amy Bowles  
**CO-Chair:** Anne Lindseth

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## Agenda items

1. Meeting called to order at 2:00 pm
  - a. In attendance: Amy Bowles, Amanda Sachau, Anne Lindseth, Jeff Lind, David Hanson, Dr. Joseph Corser, Melinda Broden
  - b. Absent: David Lazella, Joe Beaudreau, Carissa Golden, Sheriff Jason Riggs, Commissioner Tim Sumner, Joe Kleszyk
2. Welcome and Introductions
  - a. Reviewed Mission Statement and Committee Guidelines
  - b. No December meeting
3. Action Items
  - a. Committee Members – Applications and Scoring Card packet
    - (i) Review and Score – round table, included members that sent scores due to ability to attend
    - (ii) Dr. Joseph Corser will have an alternate – Dr. Vines, Amy Will reachout
  - b. Review October 21, 2025 Annual meeting take aways
  - c. Budget and Finance Update
    - (i) Funding Hope
      - a. Amy posted Funding Hope Campaign and continue to work with Pinnacle Marketing Group for advertising through January.
4. Next meetings –
  - a. Next Full group meeting January 12, 2PM EOC
  - b. Potential 2026 Schedule: Following dates approved by majority present, Amy will send out invitations
    - (i) April 13, June 8, September 14, October 12, November 9

Action items	Owner(s)	Deadline	Status
Present at CHB	Amy	7/18/23	Complete, moved to BC Board Meetings
Application for Steering Committee	Amy	7/20/23	Sent to team for review
Advertise	Committee	7/20/23	See Spread sheet
Review Applications	Committee	8/14/23	Present at meeting
Review Financials	Committee	8/14/23	Presentation by Amy and Josh
Contact Chosen Applicants	Amy	9/11/23	2 <sup>nd</sup> round, community members
Present Allocation of Funds to BC Board	Amy	9/5/23	Submit work bill for work session
Update in County Newsletter	Amy	TBD – Will submit each quarter as requested	Sent to Diane 8/16/23
Posting of Meeting Minutes	Amy	TBD – Working with Diane	Delay due to new website
Opioid Summit	Committee	Red Lake hosted Twice	Several Committee Members Attended
Community Learning Sessions	Committee	10/24 and 10/30	Beltrami Electric and Black Duck Golf Course
BC Board Presentation	Amy	9/18/23	Committee members and approval of allocation of funds
Review Community Input from Learning Session	Committee	11/13/23	Continue in 2024
Creation and Release of RFP	Committee	1/17/24	Amy will present to board 1/16/24
Review RFP	Committee	3/11/24	Amy to send final RFP and RFP applications to all board members by 3/1/24
Present RFP funding to Board	Amy	4/16/24	Amy to present which applicants will receive

			funding at 4/16/24 county board meeting
Draft, approval, signed Contracts	Amy, David, Awardees	7/2/24 Board meeting	Go live 7/2/2024
2024 Community Listening Sessions	Steering Committee	October, see August meeting minutes	Schedule for October 15, 2024 – available to public on website to read and listen
Invite Awardees to Committee Meetings	Amy, Committee	Begin November 2024	Attended 10/18/2024
Create a Community Resource page on Opioid Website	Amanda, Joe, Jenny V	September 2024, Completed	Working with CRC and Diane -
SUD Campaign (see below)	Committee	Ongoing	In progress. Started handing out educational material for Proof Alliance and Suicide Prevention
Kind – or – Hope bags “Funding Hope”	Committee – Mindy, Joe K, Jenny V	Started 10/8/2024	Sub-group to present ideas at November meeting
Creating Committee Name	Committee	TBD “Funding Hope”	Bringing more awareness to the community
Release Second RFP	Committee	11/14/24 Review, revisions	Publish 1/6/2025 See attached
Updated and Revise Committee Guidelines	Committee	November/December 2024	Submit to board – Amy 12/17/24
Revise words in hands logo	Amy	November 2024	Completed and sent to committee for approval
Funding Hope Advertising	Amy	Until funding spent	Advertising done via Pinnacle Market 1/2025
Newsletter Article	Amy	Due 2/14/2025	In progress
BC Board Update	Amy	2/18/2025	In progress
Review 2025 RFP	Committee	Contracts live July 2025	Present to Board May 20, 2025 Approved 6/3/2025

Review Attendance	Amy/Anne	Present to Board, email members attendance and continuation on committee	July 1 Meeting – will place an ad to accept applications as several members have not been able to meet attendance. Goal is to bring on new member(s) by 2026
Review Work Group Guidelines	Team	Look at Bi-Monthly Meetings	Review at August Meeting, will schedule meetings as needed now that a rhythm has been established
Annual Meeting	Team	October 21, 6pm	Send out Save the dates and invites mid-September (Done)
Advertise For new Members	Amy	September 2025, Due October 9	Packets Handed out for scoring 10/13/2025
Score and Select New Committee Members	Team	November 10, 2025	Will notify via email and or Phone after approved by Board
Present Recommendation of new members to County Board	Amy	December 2, Consent agenda	Submitted 11/18/2025, will need to notify new members.
Notification of approval of new members	Amy	After Board Meeting	Include new members in meeting invites
Q4 Newsletter Update	Amy	Submitted 11/17/2025	Updated website in addition to working with Diane on Newsletter Article
Release of Annual "Funding Hope" funds	Amy and Pinnacle Marketing Group	Started in October 2025	Continue through January 2026