

Penobscot Opioid Settlement Funds Advisory Committee

(this meeting was open to the public)

October 1, 2025 at 1:30pm

**In Attendance:** Jamie Beck, Pat Kimball

The meeting was called to order by Chair Jamie Beck at 1:36pm, and she shared her concerns that only 2 members were there today. She asked if we read the minutes of our last meeting and if yes do we have any changes or will we have approved as submitted. We approved as written; she would have them posted to the website for public review. It was agreed that the minutes reflected the meeting.

It was determined we would not complete the full agenda but determined that we would discuss the application and launch of this as the County Commissioners have already approved of the application.

We invited Mackenzie David from the MOSS Center to the meeting to discuss her assistance with making the application into a Google Form so that it would be easier for applicants to apply. We are very grateful that they were able to take our approved application and convert it into a Google Form. We had many questions of which the MOSS Center and Mackenzie were very helpful in helping us launch this. She was also helpful in sharing what other communities are doing.

We also reviewed the reporting requirements of those who will receive funding, and they will report at the 6-month mark and the year end. Mackenzie also shared with us that they have developed, and we will most likely use this. We also want to ensure that it matches the reporting requirements that the county commissioners have at year end. We discuss the importance of finding ways to measure the impact of programs on our community.

We also discussed the webinar that we will be doing for individuals and agencies that will be applying. We will have the webinar and then post it on the website so if an applicant cannot make this time they can review it on the website. We will also take questions people may have via email or phone and will also post those questions and responses on the website to ensure that everyone has the same information to apply. Our goal is to make this so that even smaller agencies without a grant writer are able to apply. The Webinar is October 8 at 1:30pm. Deadline for grant submissions is November 15<sup>th</sup>.

We also discussed scoring sheets with Mackenzie, and the MOSS Center will be sharing with us a draft Google Form for us to consider in scoring the grants. We also asked what a recommended number of people is reviewing and scoring each grant and

it was suggested at least 3. We will continue this discussion at the next meeting and will review the draft scoring sheet when Mackenzie emails it to us.

We had a discussion on how we do public get the message out for those to apply. We will be posting it on the website, reaching out to advocacy and peer recovery groups. Maine Alliance for Substance Use Disorders and Mental Health and will send a public service announcement to the Bangor Daily News and Lincoln News. Jamie will create a public service announcement and send a draft to full committee and to Commission Cushing as Chair to ensure he is aware.

We also discussed how we will communicate and coordinate with the Bangor committee to ensure we are not duplicating funding the same programs. Jamie will work on a communication plan for this. Our goal is to have the recommended grant approvals by the December Commissioners' meeting.

Once we have launched the application and then we will work on some of the policy and procedures of this committee. We need to establish guidelines in policy around conduct at meetings, how much quorum is and other protocols for this group. The MOSS center gave us a few examples of this for us to review and establish. We will have this on the agenda for future meetings.

Jamie will send out a meeting doodle to determine our next meeting. Chair adjourned the meeting.

Respectfully Submitted by: Pat Kimball