OPIOID STEERING COMMITTEE

Location: EOC
Date: 11/9/2026
Time: 2:00 PM
Co-Chair: Amy Bowles
CO-Chair: Anne Lindseth

Agenda items

1. Meeting called to order at 2:00 pm
    a. In attendance: Amy Bowles, Melinda Broden, Dr. Victor Vines
    b. Absent: David Lazella, Joe Kleszyk, Sheriff Jason Riggs, Commissioner Tim Sumner, Joe Beaudreau, Alyssa Carson Amanda Sachau, Jeff Lind, David Hanson, Erica Strandlie, Joy Johnson, Anne Lindseth, Carissa Golden, Dr. Joseph Corser
    c. Welcome
2. Action Items
    a. Funding Hope Campaign - Amy
        a. Amy has received some emails of interest. WIC will be doing the hat and mitten distribution again.
    b. Reviewed and edited the draft 2027 RFP
        a. Approved by those present for submission and publication
3. Next meetings –
    a. January 11, 2pm 2027
    b. April 12, 2pm 2027 review RFP Applications
    c. June 14, 2pm 2027 update from awardees
    d. September 13, 2pm 2027 plan annual meeting
    e. October 11, 2pm 2027 finalize annual meeting
    f. October 19 6pm 2027 Annual Meeting
    g. November 8, 2pm 2027 approve 2028 RFP

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	2nd 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 Completed 12/3/2025	Include new members in meeting invites Completed 12/8/2025
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
Release of 2026 RFP	Amy	January 1, 2026	Due to Amy, February 27, 2026
Independent Review of 2026 RFP	Team	March 2026	Will be sent via email by March 2
Committee Review and Scoring of 2026 RFP	Team	April 13, 2026	In-person meeting
Present RFP recommendations to Beltrami County Board	Amy	May 2026	Goal: 2026 RFP awardee contracts begin July 2026

Funding Hope Campaign 2026	Amy & Pinnacle Marketing	September 2026	Team to review goals and metrics to measure
Annual Meeting	Team	October 21, 2026 Tentatively planned	Work with Pinnacle Marketing for advertising
Updating Website	Team	TBD	Consider updating resource page to include location of Needle drop-off and access to Narcan
Revise 2027 RPF	Amy	October 2026	Distributed to Committee at 10/12/26 meeting
Approve 2027 RFP	Team	November 2026	
Update County Board on Revision of 2027 RFP	Amy	November/December 2026	
Release 2027 – 4th RFP	Amy	January 1, 2027	
Review 2027 Applications	Team	April or May 2027	
Present RFP Recommendations to County Board	Amy	May/June 2027	
Meet with Awardees – review/sign contracts	Amy	June 2027	
Submit Contracts to County Board	Amy	June 2027	