## Substance Misuse Prevention Oversight and Advisory Council December Meeting Minutes

**Mtg. Facilitator:** Nicole Rau Mitiguy  
**Mtg. Recorder:** Nicole Rau Mitiguy  
**Mtg. Time Keeper:** Nicole Rau Mitiguy  
**Where:** Microsoft Teams meeting  
**Date:** 12/14/2020  
**Start Time:** 1:00 pm  
**End Time:** 3:00 pm

### Council Attendees

Mark those present with an “X”

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization and Role</th>
<th>Name</th>
<th>Organization and Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelly Dougherty</td>
<td>Health Department, Co-Chair</td>
<td>Skylar Dryden</td>
<td>Youth Representative</td>
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<tr>
<td>X Melanie Sheehan</td>
<td>Mt. Ascutney Hospital and Health Center, Co-Chair</td>
<td>X Peter Espenshade</td>
<td>Recovery Vermont</td>
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<tr>
<td>X Daniel French</td>
<td>Agency of Education, Executive Committee Member</td>
<td>X Courtney Farrell</td>
<td>Lund</td>
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<tr>
<td>X Chris Herrick</td>
<td>Dept. of Public Safety, Executive Committee Member</td>
<td>Clay Gilbert</td>
<td>Rutland Mental Health, Evergreen Recovery Center</td>
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<tr>
<td>David Allaire</td>
<td>City of Rutland</td>
<td>X Cindy Hayford</td>
<td>Deerfield Valley Community Partnership</td>
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<tr>
<td>X Amy Brewer</td>
<td>Northwestern Medical Center</td>
<td>Roger Marcoux</td>
<td>Lamoille County Sherriff Department</td>
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<tr>
<td>X Rebecca Brookes</td>
<td>Upstream Social Marketing</td>
<td>Maryann Morris</td>
<td>The Collaborative</td>
</tr>
<tr>
<td>Moses Delane</td>
<td>Youth Representative</td>
<td>X Kevin Doyle</td>
<td>Assistant U.S. Attorney</td>
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<tr>
<td>X Kimberley Diemond</td>
<td>Big Brother Big Sister</td>
<td>X Eileen Peltier</td>
<td>Downstreet Housing</td>
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<tr>
<td>X John Searles, Ph.D.</td>
<td>Retired, Dept. of Health</td>
<td>X Daisy Berbeco</td>
<td>Vermont Department of Mental Health</td>
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<tr>
<td>X Stephen Von Sitas</td>
<td>Regional Treatment Court</td>
<td>Auburn Watersong</td>
<td>Agency of Human Services</td>
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<tr>
<td>Skyler Genest</td>
<td>Dept. of Liquor and Lottery</td>
<td>X Erica Gibson</td>
<td>University of Vermont Medical Center</td>
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### Non-Council Attendees

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Name</th>
<th>Organization</th>
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</thead>
<tbody>
<tr>
<td>X Amy Livingston</td>
<td>PIRE</td>
<td>X Rhonda Williams</td>
<td>VDH – Tobacco Control Program</td>
</tr>
<tr>
<td>X Cindy Seivwright</td>
<td>VDH – Alcohol and Drug Abuse Programs</td>
<td>X Lori Uerz</td>
<td>VDH – Alcohol and Drug Abuse Programs</td>
</tr>
<tr>
<td>X Nicole Rau Mitiguy</td>
<td>VDH – Alcohol and Drug Abuse Programs</td>
<td>X Marisa Bolognese</td>
<td>PreventionWorks!</td>
</tr>
<tr>
<td>#</td>
<td>Time Allotted (Optional)</td>
<td>Type of Topic</td>
<td>Agenda Item (Topic/Objective)</td>
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| 1  | 1:00-1:10                | ☒ Inform ☒ Discussion ☒ Decision | Welcome, Introductions, and November minute review | • Edit to November minutes:  
  o The minutes refer to alcohol sales tax, which should be changed to alcohol excise tax  
  • November minutes pass with that edit  
  • All November tasks were completed |
| 2  | 1:15-1:30                | ☒ Inform ☒ Discussion ☐ Decision | SMPC Annual Report Update | • The report was submitted to VDH Policy for review prior to being sent to the Agency of Human Services for their review before submission to the General Assembly.  
  o VDH Policy has minor edits, mostly focused on grammar and clarification of sentences. Nicole Rau Mitiguy (NRM) is meeting with VDH Policy on 12/15 to do a final review before sending the report to AHS by 12/17.  
  o Once the report is sent to AHS, NRM will send the report to the SMPC for their records.  
  • All recommendations passed. Reviewed the vote count – 17 of the current 23 SMPC members voted: |
| 3  | 1:30-2:40                | ☒ Inform ☒ Discussion ☒ Decision | Subcommittees and Workplans | • In our November meeting, the SMPC decided to identify workgroups with the intention of moving our logic model into action. The SMPC agreed that it would identify cross-cutting issues to be addressed by each workgroup.  
  • **Timeline:** A proposal to the SMPC is an interim report to be developed and submitted to the Department of Health to help inform their legislative priorities for the upcoming legislative session.  
  • Phase 1: January – April Review data, laws, policies, and other applicable sources to inform phase 2  
  • Phase 2: May – July -- Develop recommendations for full Council consideration  
  • Phase 3: July – September -- Develop a report to VDH outlining the proposed recommendations from the SMPC for the next legislative session  
  • Phase 4: October – mid-November -- Finalize recommendations and utilizing the interim report to VDH, develop and submit the SMPC Annual Report  
  • Each workgroup would bring back summary of information and draft recommendations to ensure the entire Council has enough information and knowledge they would need to make an informed decision  
  • An interim report to VDH would allow an opportunity for the Council priorities to be considered by VDH as they prepare their priorities for the next legislative session, which could maximize the impact of the Council’s recommendations. This would also provide an opportunity for VDH to provide feedback or |
information to the Council on what they might be prioritizing in the upcoming session to inform the Council’s recommendations in the annual report.

- There are also multiple folks from State Agencies and Departments as part of the SMPC, which could allow for the interim report to be shared with multiple agencies and departments for consideration as they prepare for the next legislative session.
- What is the process for Phase 3?
  - This would be a lighter version of what the SMPC legislative report would look like. There is room to identify of what should be included in a report to VDH.
    - To help ensure the SMPC is aware of any strategic prevention goals of VDH to inform the work of the SMPC, Kelly Dougherty and VDH Policy can ensure this information is shared regularly with the SMPC
  - The technical pieces of all of this work would fall under the Substance Misuse Prevention Manager’s responsibilities (per Act 82)
- From our November discussion, the following were called out as proposed workgroups:
  1. Evaluation
  2. School-based and community-based initiatives
  3. Policy, legislative and Funding
  4. Reducing inequities
  5. Tobacco
    - It was decided in December to remove this as a standalone workgroup; in our November meeting it was suggested to have this as a standalone workgroup as a suggested way to continue the work of the VT Tobacco Evaluation and Review Board work as this the SMPC replaces VTERB per Act 82.
  6. Media
- Proposed workgroups from the Substance Misuse Prevention Manager
  1. Prevention Practices
    - A request was made to include language to call-out community and school-based prevention initiatives as a way to highlight the SMPC’s desire to look at both community and school based prevention work.
    - A request was made to include language as recovery supports as a mechanism for prevention.
  2. Policy
    - Request to add language to include reviewing upcoming legislation, not just current.
  3. Media
  4. Inequities*
• Cross-cutting issues to be addresses by each workgroup could include the following: evaluation, funding, and equity.
  ▪ Suggestion to also include recovery as a cross-cutting issue.
• *could be a workgroup and cross-cutting issue if the SMPC would prefer.
• Suggested that these proposed workgroups are broader versions of the workgroups identified in the November meetings.

• The SMPC can consider partnerships and engaging non-SMPC members/organizations to inform the work of the workgroup as needed.
  • An example: engaging individuals from VDH who worked on the State Health Improvement Plan when workgroups are discussing health disparities or equity issues. Relying on individuals outside of the SMPC with expertise in particular areas could help maximize the work of the workgroup and help make the work easier.
  • This could be captured in the workplan in the “Additional Partners” columns (see meeting materials for example workplan).

• Propose to change the language around “media” to be more focused on Prevention Communication Campaign workgroup
  • Proposed to change workgroup name to a Public Prevention Campaign Workgroup
  • Clarity that this work could be focused on prevention of use of specific substances, such as cannabis, rather than a campaign on prevention as a practice.
  • As a reminder from our November meeting: this workgroup would act as a stakeholder group for the VDH Communications teams as developing campaigns would take more expertise and resources than the SMPC currently has allocated.

• Call to move equities as a standalone workgroup as there are many layers to be explored in that and deserves a workgroup to take a deep dive into all of those many layers.
  • There was support from other SMPC members to have this as a standalone workgroup and as a cross-cutting issue.
  • YRBS looks at health disparities as they relate to substance use. This provides us an opportunity to address health disparities as they relate to substances at a systems level.
    ▪ We do not have a lot of data on health disparities because our sample size are typically fairly small. This should be taken into consideration when thinking about a workgroup focused on this work.
  • Suggestion that Equity could be an umbrella title for the workgroup to encompass access to services and health disparities to be addressed by the workgroup.

• A call to ensure funding continues to be a priority through the work of each of the workgroups.
- As COVID continues to impact our work, it was noted that the capacity of the SMPC members needs to be taken into consideration as the workgroups are developed to ensure the amount of work the workgroup is doing is in alignment with our overall capacity of our Council members.
- Potential partners for some of the workgroup work could be the Intervention, Treatment and Recovery Committee (ITR), and Family Action Workgroup, which both came out of the work of the Opioid Coordination Council
  - Each of these are working on a gap analysis as it relates to the subject matter of the committees.
  - There are SMPC members who sit in these meetings, so there is cross-pollination of information.
    - Request from Melanie that SMPC members on these groups, please feel comfortable bringing any information or requests from those committees that would be helpful for the SMPC’s consideration.
- There was a call to ensure we have a mutual understanding of what prevention means to the SMPC
  - Early in this SMPC work we identified that recovery is included in our definition of prevention.
  - An action item from the Prevention Practices workgroup could be to propose language on prevention to ensure we have a mutual understanding of prevention.
- A request for the Substance Misuse Prevention Manager to review the notes and propose a structure with updated language for the SMPC to consider and vote upon when we meet in January.
- Next steps on this would be to provide a bit more detail around what this work could look like for each workgroup.
- As the workgroups form, the Executive Committee will develop draft workplans for the workgroups to edit to identify the work the workgroup will complete in the calendar year.
  - A request to have a timeframe for tasks in the workplan rather than just Date Complete to show when tasks will begin as well.
  - A request to have a column for progress notes for the workgroups to also keep notes on progress to date for each of their identified tasks.
- It will be important to ensure we have agreed upon expectations for workgroup meeting methodology to help ensure this work is able to be completed with the SMPC capacity.
  - It is the expectation of the Executive Committee that as the SMPC moves to a workgroup structure, that there would be fewer full SMPC meetings to allow for that monthly SMPC meeting time to be dedicated to the workgroup.
- If SMPC members do not see a proposed workgroup in which they and their work would fit, please propose a workgroup that could encompass your work to ensure the SMPC can engage all sectors represented on this Council.
- A request for a VDH employee to be at attendance for each workgroup session to ensure there is a direct connection to VDH in each of
• Public Comment:
  • Rhonda Williams

4  2:40-2:55  ☒ Inform  ☒ Discussion  ☐ Decision  Update from Prevention Works! on Cannabis Work

VT Act 164 Fact Sheet
1201020 Updated V2

• As part of a subgrant with The Collaborative, Prevention Works has completed work to review Act 164 as it passed into law, and identify key areas for prevention work.
• Prevention Works is available to provide a presentation and discussion with groups who are interested.
  ○ If interested, individuals can reach out to coordinator.pwvt@gmail.com

5  2:55-3:00  ☐ Inform  ☐ Discussion  ☐ Decision  Adjourned

• A survey will be sent to garner feedback on the SMPC meeting times for the 2021 calendar year.

### Action Item Log

<table>
<thead>
<tr>
<th>#</th>
<th>Action Item</th>
<th>Due Date</th>
<th>Staff Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Update language per discussion for the workgroups.</td>
<td>1/22/2021</td>
<td>Nicole Rau Mitiguy (NRM)</td>
</tr>
<tr>
<td>2</td>
<td>Review proposed language for the workgroups to be prepared to vote and decide who will be part of which workgroup.</td>
<td>1/25/2021</td>
<td>SMPC Members</td>
</tr>
<tr>
<td>3</td>
<td>Clarify the language of Act 82 around the number of meetings the SMPC must have (6).</td>
<td>1/25/2021</td>
<td>NRM and VDH Policy</td>
</tr>
<tr>
<td>4</td>
<td>Develop a timeline for the supplemental cannabis report to the legislature.</td>
<td>2/15/2021</td>
<td>Executive Committee</td>
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