

**Meeting Minutes of the Governor's Council on
Substance Abuse Prevention and Treatment
Community Engagement and Supports Subcommittee
Transportation and Employment Workgroup
May 21, 2024, Approved**

Attendees:

Deb Harris (co-chair), Brittany Lowther, Chad Ketchum, Keli Mallory, Bradley McCoy, Joshua McGill, Kimberly Mundy, Rebecca Roth, Ashley Shaw (co-chair), Rachel Thaxton, Kristin Tiedeman

Opening:

Deb Harris and Ashley Shaw (co-chairs) provided welcome and opening remarks of this meeting of the Governor's Council on Substance Abuse Prevention and Treatment, Community Engagement and Supports Subcommittee Transportation and Employment Workgroup. The meeting was called to order on Tuesday, May 21, 2024 and was conducted by Zoom conference. A quorum will be determined during the next meeting, and the January meeting minutes were tabled for then. The objective of this meeting was to review the 2024 approved State Plan and discuss accompanying KPI progress.

Agenda Items:

Review of 2024 Approved State Plan:

- Rachel reported that the entire State Plan, including contributions from all workgroups and subcommittees, has been incorporated. The plan was approved in March despite some delays caused by changes in leadership within the Governor's Council. The approved plan is now published on the ODCP website (<https://dhhr.wv.gov/office-of-drug-control-policy/gov-council/Pages/2020-2022-WV-Substance-Use-Response-Plan.aspx>). The website also hosts meeting minutes, agendas, quarterly reports, past strategic plans, as well as information on members and subcommittees.
- Town Hall Meetings are being planned for August this year to prepare for the 2025 Plan. These meetings will take place every Wednesday in August from 10 am to 12 pm to gather feedback on priorities and the new plan.

2024 KPI Progress:

Goal 2

- Strategy 1, KPI 1: Marked as 25% completed. Working models are available, but documentation and tracking are needed, including details on what it is, how it works, and who it is available to. Brittany noted they are working on new pamphlets and will send them over when completed; Josh will do the same. Kim will coordinate with SOR to get updated information on their transportation program. The goal is to have the information ready and provide a brief report by the July meeting. Rachel also mentioned that the Department of Communications is working on a new transportation flyer that might be useful.
- Strategy 1, KPI 2: Marked as 0% completed. The completion date has been changed from March 2024 to September 2024.

Goal 5

- Strategy 1, KPI 1: Marked as 50% completed. CORE is developing webinars and an in-person event for employers, to be completed by December. Currently in planning phases. Deb noted a partnership with the WV Military Authority for wage reimbursement programs and job fairs, which can be included in progress. In-person employer training can be incorporated into job fairs. Kristin mentioned that some recovery houses in WV successfully provide transportation for residents/community members through Jobs and Hope and Modivcare. She suggested expanding this knowledge to help recovery house operators enhance sustainability, possibly through workshops or replication elsewhere.
- Strategy 1, KPI 2: Marked as 50% completed. Awaiting official approval for employer designation, which won't be possible by the December 31 due date. Deb noted inclusion in the ARC multi-state grant as an anchor for Jobs and Hope, pending proposal approval. The employer education piece is missing. A more solid date for proposal approval is needed. Suggested changing the KPI to "compile a list of businesses willing to participate in a recovery-friendly workplace initiative" and adding employers signed up for federal bonding, employer toolkit certification, and the Jobs and Hope reimbursement program.
- Strategy 1, KPI 4: Marked as 10% completed. Plan to reduce to one statewide employment event instead of two and focus on a statewide job fair.
- Strategy 2, KPI 1: Marked as 25% completed. Information about different resources can be printed, and a one-pager can be created to meet this KPI.
- Strategy 2, KPI 2: Marked as 50% completed. The Small Business Development Authority can be utilized, as well as participants from the July meeting.
- Strategy 3, KPI 1: Marked as 50% completed. The date has been changed from March 30, 2024, to December 31, 2024. A meeting is scheduled for June 17 to revise and review the existing plan.
- Strategy 3, KPI 2: Marked as 15% completed. CORE, Jobs and Hope, and REACH are consistently working on this. A list of all additional funding received will be made at the end of the year.

Next Meeting Date:

- An in-person meeting is scheduled for July 16th to revitalize the workgroup. The meeting will focus on reevaluating goals, purpose, and identifying new members for active participation. The

aim is to gather ideas on how to improve engagement. Mountain State Educational Services in Dunbar will provide the space at no cost, and lunch will be provided. Additional details will be sent via email.

- The agenda will include an overview of transportation and employment initiatives, a discussion on the frequency and format of future meetings (virtual/in-person) and assigning individuals to specific strategies with reporting responsibilities.
- Workgroup members are encouraged to invite knowledgeable individuals who should be part of the workgroup on an ongoing basis.

Adjournment:

Deb and Ashley expressed their gratitude to all the workgroup members for their participation. The work group is scheduled to meet again on July 16th.