

**Meeting Minutes of the Governor's Council on  
Substance Abuse Prevention and Treatment  
Community Engagement and Supports Subcommittee  
Transportation and Employment Workgroup  
January 16, 2023, Approved**

**Attendees:**

Deb Harris, Ashley Shaw (co-chair), Beverly Sharp

**Opening:**

Deb Harris and Ashley Shaw 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, January 16, 2024 and was conducted by Zoom conference. Meeting minutes were tabled for the next session. The objective of this meeting was to review 2023 Quarter 4 progress and finalize the 2024 Housing section of the State Plan.

**Agenda Items:**

**2023 Q4 KPI Progress:**

Goal 3

- Strategy 3, KPI 2: Marked as 100% completed. Ashley confirmed the availability of all recovery-friendly workplace models information, set to be consolidated into a one-pager by week's end.
- Strategy 3, KPI 4: Marked as 50% completed. The statewide employer designation for a recovery workplace model has advanced since the last quarter, but assembling this information is still pending. Ashley plans to create a suitable presentation model for compilation.
- Strategy 9, KPI 2: Marked as 45% completed. Members were unable to identify additional funding sources for sustaining and expanding existing workforce initiatives, raising concerns about 100% achievability.

Goal 2

- Strategy 1, KPI 1: Marked as 75% completed. Deb and Rachel are in the process of collecting best practices and operational models, intending to condense them into a single document to fulfill this KPI.

- Strategy 1, KPI 3: Marked as 75% completed. Deb reiterated that the documented funding requirements and recommendations need to be compiled to meet the completion goal for this KPI.

**2024 Planning & State Agency Discussion:**

- Ashley and Deb deliberated on the state agencies associated with each strategy and KPI in the 2024 plan, aiming to propel them towards successful completion.
- The language within KPIs has been streamlined for conciseness and will be distributed to the workgroup for review.

**Additional Business:**

- Bev showcased a PowerPoint slide featuring the 2024 goals and strategies from the Community Engagement section of the plan. This presentation is slated to be shared during the Governor's Council meeting scheduled for Wednesday, January 17th. Members affirmed that these goals and strategies align with the content outlined in the plan.

**Next Steps:**

- Ashley and Deb are set to present the state agency connections and the refined language of KPIs to the workgroup, initiating a comprehensive review and discussion.

**Adjournment:**

Deb and Ashley expressed their gratitude to all the workgroup members for their participation. The work group is scheduled to meet again in March.