

Governors Challenge

Meeting Minutes

Governors Challenge Meeting

Date	January 7, 2021
Time	1:00 p.m.
Location	Zoom Meeting

Attendance

Jess Hegstrom	Megan Cox
Doug Stepina	Matt Furlong
Col Greg Olson	Bob Mortenson
Heather Zimmerman	Megan Grotzke
Karl Rosston	Bob McCabe
Taryn Phillips	

Meeting Minutes

Discussion Topics

Col Olson	Welcome
Jess Hegstrom	Scholarship Update

Jess discussed the Peer Support Scholarship she has been working on with Bob McCabe. The original rollout of the scholarship program was going to be February 1st but needs to be moved to March 2021. To be able to publish the scholarship program by March, Jess needs volunteers to complete the last steps. Jess explained the to do list of completing the rubric, contract for peers, survey monkey form for letters of recommendation, scholarship information acceptance form, recruitment of volunteer LIPs, expense sheet, pricing, and planning. \$20,000 was allotted for training purposes for the scholarship program. Peer coaches can apply for the scholarship then a selection committee will determine if the applicant should be approved. The selection committee consists of Bob McCabe, Jess Hegstrom, Jim Hanjy, Tabitha from JCF, and Mike from the Helena Vet Center. Once the application has been filled out, the selection committee will use the rubric to determine who will proceed to the interviewing phase. The selection committee will then award the applicant who best fits the criteria.

Jess explained the two funding options for the applicants. Option A would allow for the applicants' scholarship funding to go towards in person classes, a background check, hotel, gas, and other travel expenses. Option B would allow the applicants to purchase a computer to attend classes virtually, Wi-Fi if there is a demonstrated need, the training fees, and a

background check. Bob McCabe has been researching laptops and tablets for pricing. The group discussed choosing one laptop so each applicant will receive the same equipment. Part of the application is identifying the clinical supervisor who will supervise the peer coach weekly.

Jess asked for volunteers to sign up for tasks in the to do list. The following tasks were volunteered for:

Contract for peers – Megan Cox

Survey Monkey – Megan Grotzke

Recruitment of volunteer LPs – Doug, Col. Olson, Bob Mortenson

Jess asked for the group’s opinion on the \$2,000 for scholarships. Groups agreed \$2,000 is reasonable to cover training costs. There is a concern that participants attending in-person classes will not be able to also get a computer for work once trained. It was decided to add Option C that allows participants to attend in person training and receive a laptop if there is a demonstrated need. Megan Grotzke suggested purchasing chrome-books that will be basic but also provide all equipment needed. Col. Olson mentioned if the participants do not complete the training or quit peer coaching after a short time, how will the group enforce the return of the laptop or the costs of the laptop? There were no suggestions on how to collect the money if applicants do not follow through.

Jess Hegstrom	Toolkit Update and Evaluation Plan
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Toolkit was sent to seven people to pilot. Jess, Heather and Taryn meet the first week of January to work on the next steps of the pilot. The interview questions are basic, but needs to be followed for the evaluation team to determine the pilots success. The interviews need to be done by February 1st. Jess asked for volunteers to ensure the interviews are done by the deadline. The interviews will be recorded via zoom, and the interviewer will be in charge of taking notes and turning them into Jess and Taryn. The interviews are expected to be 20-30 minutes and another 30 minutes to complete notes and summary. Bob Mortenson volunteered to conduct a couple interviews. Doug volunteered to conduct one interview. Jess offered her Zoom account to conduct the interviews and record. Once the interviews are completed, send recording to Heather and she will compile all interviews.

Jess Hegstrom	Advertising for Scholarship Program
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Jess asked for suggestions on advertising for the scholarship program. There is \$1,500 allocated for printing of materials, \$1,500 for Facebook ads, \$2,000 for radio ads around the state, and \$2,500 for newspaper ads. Col. Olson will check with recruiting to see if they will be able to help with advertising ideas and costs estimates.

Next Meeting

February 4th, 2021 at 1:00 P.M. via zoom.

Action Items

Person Responsible	Action	Due Date
Bob McCabe	<ul style="list-style-type: none"> Email Col. Olson and Doug Stepina clinical supervisor requirements 	January 15 th

Jess Hegstrom	<ul style="list-style-type: none">• Finalize training costs•	February 4th
Megan Cox	<ul style="list-style-type: none">• Contract for peers	February 4th
Megan Grotzke	<ul style="list-style-type: none">• Survey Monkey	February 4th
Col. Olson, Doug Stepina, and Bob Mortenson	<ul style="list-style-type: none">• Recruitment of volunteer LPis• Talk with recruitment about advertising and costs	February 4th
Taryn Phillips	<ul style="list-style-type: none">• Schedule interviews for all seven participants	January 8 th