

Governors Challenge – Peer to Peer Subgroup

Meeting Minutes

Peer to Peer Subgroup Meeting

Date	September 29, 2020
Time	11:00 a.m.
Location	Zoom Meeting

Attendance

Kelly Ackerman	Jess Hegstrom
Taryn Phillips	Heather Zimmerman
Megan Grotzke	Robert Mortenson
Bob McCabe	Matt Furlong
Greg Olson	

Meeting Minutes

Discussion Topics

Kelly	Welcome
Jess	Veteran Suicide Prevention: Evaluation Demonstration Project

<https://www.cdcfoundation.org/request-for-proposals>

Jess started the meeting by discussing the Evaluation Demonstration Project funded by the CDC. Jess asked if there was anyone available to write up the application and oversee the evaluations. The grant application is due by October 9th, consists up to \$50,000 for evaluation materials, and the money is available November 15th, 2020 to July 15th, 2021. Matt offered to write the application and pursue the grant to gain experience with evaluating programs. The group discussed if the program needed hefty evaluation processes and it was decided the program does not need it. There will be some evaluation needed for the toolkit pilot and it was decided to do in person or phone interviews for evaluation. Kelly suggested the group forego this grant opportunity at this time.

Kelly	Toolkit
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The final draft for the toolkit was sent to Kelly via email on September 15th. Kelly emailed the toolkit to the American Legion and the VFW for their input. The VSOs have not responded yet and Kelly will be following up this week. Once their input is received, any changes suggested will be reviewed and made. Then the toolkit will be sent to the five chosen VSOs by Kelly for a 60-day pilot. Jess suggested to have the evaluation process completed before the pilot is implemented.

Kelly asked if the toolkit was completely done and if there were changes needed for the pocket card. Jess said the toolkit is done but can use design work. Megan asked if she would oversee the design work still, and it was agreed Megan will do the design work after the toolkit is piloted. It was discussed all marking pieces will be worked on after the toolkit pilot. Kelly asked if 60 days was enough time for the toolkit to be piloted. The group decided 60 days is ideal for the toolkit pilot.

Jess	MOU
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Jess said the MOU is finished and was sent to Paul Harmon at the VA. Paul reviewed and sent some edits for Jess to make. The next step is for Jess to send the MOU to legal. Once legal has reviewed it, the MOU will be signed by Lewis and Clark Public Health and the VA.

Matt	Scholarships for Formal Peer Training
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Matt stated he created the application for a scholarship by combining a few different templates. Matt will make a few suggested edits to the document then send to the group for final review. Matt discussed what the \$1,000 scholarship can be used for. After researching other scholarships, he wrote the money can be used for licensing fees, loss of wages, food, travel, hotel, and background check. There was some concern using the scholarship money for loss of wages. It was suggested to use the scholarship money for paying the trainer to go to different locations. It was decided to discuss this further at the Governors Challenge meeting on September 30th. Jess suggested for someone in the group to create a budget for the scholarships that limits the spending for each category.

Action Items

Person Responsible	Action	Due Date
Matt Furlong	<ul style="list-style-type: none"> Email scholarship forms and process for paying for peer training, including technology, equipment, registration, tuition, travel, and per diem Create contract for peers designating their time commitment and other requirements for service at either the Helena Vet Center or Fort Harrison VA Hospital Montana Peer Network training update to Kelly Ackerman 	September 30 th , 2020
Jess Hegstrom	<ul style="list-style-type: none"> Send MOU to legal 	October 15 th , 2020
Kelly Ackerman	<ul style="list-style-type: none"> Send Toolkit to VSOs 	October 5 th , 2020
Taryn Phillips	<ul style="list-style-type: none"> Work with Megan to create a planner/calendar 	October 15 th , 2020

Doug Stepina	<ul style="list-style-type: none">• Meet with Eric Kettering and Chris Jensen• Update group on CONNECT Referral System progress• Update the group on progress with the Veteran Navigation Network	September 30 th , 2020
Heather Zimmerman	<ul style="list-style-type: none">• Create evaluation process for toolkit baseline	October 5 th , 2020