



Wichita-Sedgwick County Addiction Intervention Coalition Minutes

June 12, 2025 | 12-1:30 p.m.
100 N. Broadway, Ste. 900

Members in Attendance: Dave Dahl, Claire Gregory, Mike Hoheisel, Heath Bechler, Tonya LeBrun, Matt Lynch, Philip Brownlee, Randy Ecker, Jeff Blubaugh, Steven Kamau

City/County Representatives: Angela John, Armand Shukaev, Russell Leeds, Michelle Bastian, Nate Johnson, Donte Martin, Josh Lauber, Joe Thomas

Guests:

1. Introductions and Announcements – Introduction of Coalition Members and City/County Staff
2. **Action Item:** Swearing in of Coalition Members – County Clerk's Office
3. **Action Item:** Kansas Open Meetings Act and Kansas Open Records Act – County Counselor's Office, City Attorney's Office
 - a. Quorum is half+1. If members reach quorum and discuss matters related to the scope of the coalition's activities then the meeting is subject to KOMA regulations. If they do not achieve quorum but instead meet in smaller subsequent groups with other members and discuss coalition related activities, then the series of meetings are subject to KOMA. Electronic communication like emails, text chains can be subject to KOMA. It is imperative to avoid using "reply all". All public meetings need to issue a meeting notice stating the name, location and time of the meeting. Public meetings must also be open to the public.
 - b. KORA requests should be forwarded to City/County personnel for processing and completion. There is a statutory requirement for an initial response to KORA requests within 3 business days.
4. **Action Item:** Coalition By-laws discussion – County Counselor's Office, City Attorney's Office

- a. The bylaws for the coalition will outline the general policies and practices the coalition will follow regarding quorum, meeting schedules, conflict of interest, absenteeism, Officers such as President, Vice President and 2nd Vice President, etc.
- b. First draft will be presented at next scheduled meeting to get started on determining bylaws. Members are free to create changes to the draft, but if everything looks good then it can be voted on during the next scheduled meeting meeting and officer elections can happen as well.

5. **Action Item:** Purchasing and Procurement – County Purchasing Department and City Purchasing Department

- a. The City, County, and Coalition will be working together on the RFP/RFB processes related to the opioid settlement funds. The coalition will provide input on the evaluation criteria, decision making strategy and RFP selections. The procurement team will shortlist, rescore, discuss before making a final recommendation at bid board. A proposed timeline could take 30 days as bids might be subject to addendum reviews.
- b. The city will have to abide by the city code, admin regulations, and ranking forms for evaluation criteria. So the city and county will work together before presenting it to the boards.

6. **Action Item:** Introduction to the “Needs Assessment” (An Analysis of the Behavior Health Landscape, Wichita-Sedgwick County) – a homework assignment

- a. The City and County hired The Steadman group who did an analysis of needs, created a strategic plan and identified areas that needed support related to addiction. They finished with 10 recommendations and staff would like the coalition to read it over before the next meeting. This coalition will help identify and prioritize goals based on immediate needs of the community.
- b. The board has the option to invite specific people to help join in the conversation to work through these strategic goals since it is an open meeting.
- c. The schedule for future meetings after the initial few that set up bylaws, strategy, etc. will be held every 3rd Thursday of each month during lunch time. We expect the RFPs to be sent out by September, 2025 and hopefully the funds can start being dispersed early in the first quarter of 2026.
- d. The strategic plan shows all of the community partners involved in the strategic planning process. Additionally we should look at what other counties are doing with their funds.
- e. Currently the board has 11 members and can be increased to 15. This gives us an opportunity to fill seats with persons from backgrounds not represented currently.
- f. Is the group interested in hiring a 3rd party contractor to monitor and evaluate performance and compliance with the contracts? We estimate \$1.5 million spent in admin costs, but we need a process for evaluating outcomes and ensure the programs

are working. Evidence based programming would also be useful for the program evaluation.

- g. If we want the funding to be impactful we have to avoid overcommitting and limiting ourselves. We could enter a contract with a one year option to renew that would be contingent on them meeting their performance benchmarks.
- h. We should work with the state and tap into their opioid settlement funds. The settlement funds will be distributed over a 14 year period so there isn't deadline to spend the money. The biggest challenge we might face are unreliable funding expectations. There are parameters that dictate how the settlement funds should be spent. The Kansas Attorney General will need to evaluate any option to invest funds before it can be considered.

7. Other Business: None

*The next Wichita-Sedgwick County Addiction Intervention Coalition Meeting
will be the week of **June 26, 2025, TBD.***