



## **Committee Charter: Wadena County Opioid Committee (2026)**

**Lead Contact for Charter:** Public Health Director

### **Purpose:**

The purpose of the Wadena County Opioid Committee serves to advise the Wadena County Board of Commissioners as to how to most effectively, efficiently, and equitably allocate the Opioid Settlement funds awarded. Informed by the Minnesota Opioids State-Subdivision Memorandum of Agreement (MOA), the committee will both recommend the standards by which funds are spent as well as specific projects to be funded.

According to the MOA, the Public Health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds.

### **Committee Composition:**

An elected official (Wadena County Commissioner), representatives from Public Health, Human Services, Sheriff's Department, County Coordinator, and County Attorney, and other community partners.

#### **2026 Members**

County Administrator

Commissioner(s)

Representative(s), Wadena County Public Health

Representative(s), Wadena County Sheriff's Department

Representative(s), Human Services

Wadena County Attorney

Representative(s), Astera Health

Representative(s), Northern Pines

Representative(s), Essentia Health

Representative(s), Community Corrections

Representative(s), City of Wadena Police Department

Two community members with lived experience or family members affected

### **Responsibilities:**

1. The committee will advise the Wadena County Board of Commissioners as to how to most effectively, efficiently, and equitably allocate the Opioid Settlement funds awarded.
2. The committee will establish the processes and mechanism for funding requests.

3. The committee will complete a community assessment to evaluate both long and short-term effects of opioid use/abuse in our community to help determine strategies and key areas of focus.

**Meeting Schedule:** The committee will meet quarterly and special circumstances may necessitate an interim meeting as determined by the committee members.

**Decision Making:**

The role of the Opioid Settlement Committee is to provide recommendations to the County Board regarding the utilization of the Opioid Settlement funds.

**Reporting:**

- Agendas and meeting minutes
- Complete annual reporting as directed by the Attorney General's Office.
- Complete required special forms for IRS reporting.

**Annual Review:**

Charter: The committee shall review this charter annually  
Review to occur during the last meeting of the year or the first meeting in January

Goals: The committee will act as an agent of the County Board and should set annual goals to be accomplished.

**2026 Goals**

1. **Continue to discuss ways on how to increase exposure and utilization of the Opioid Settlement RFP.**
2. **Hold a community Naloxone educational session/event.**
3. **Continue to improve/increase community access and availability of Naloxone.**
4. **Utilize funding process and mechanism for funding requests. Move requests and approvals to the County board in a timely/effective manner.**