

OPIOID AND SUBSTANCE USE DISORDER (OSUD) GRANTS COMMITTEE

Meeting Minutes

September 23, 2024, 2:00 PM

City Hall, 1st Floor, Lynwood Roberts Room

Chair: Dr. Lantie Jorandby (not present)

Vice-Chair: Dr. Richmond Wynn

Secretary: Antonio Nichols

Committee Meeting Attendance	
	Dr. Lantie Jorandby - Chair
X	Dr. Richmond Wynn - Vice-Chair
X	Antonio Nichols - Secretary
X	Heather Rios
X	Dr. John Tanner
X	Nancy Rice
X	Sarah Smith

Quorum Present: Yes

Staff:

- Madelaine Zarou and Laura Viafora Ray - Jacksonville Fire and Rescue Department
- Jeremy Brown - Office of General Counsel, City of Jacksonville

City Council Liaison:

- City Councilmember Ronald Salem, At-Large, Group 2 (not present)

I. Call to Order

The meeting was called to order at 2:00 PM by Dr. Richmond Wynn, Vice-Chair.

II. Welcome and Introductions

Staff members introduced themselves, and each OSUD Grants Committee member in attendance introduced themselves.

III. Office of Opioid Abatement Update

Madelaine Zarou, Manager of Opioid Abatement, started the update with an update on the financial reporting to the state. They noted that this was the first time their office had submitted this report to the state which included the revenue by fiscal year going back to the first checks received as well as expenditures by quarter though June 30, 2024, including the administrative costs for the Office of Opioid Abatement, the interlocal agreement funds, and the expenditures of the grants program.

Ms. Zarou continued the update by stating that final invoices for fiscal year 2023-2024 awardees were due soon and that their office was encouraging agencies to submit their final invoices and supporting documents no later than September 27th to allow for time for review and to correct any errors prior to the deadline of October 2nd prescribed by Finance.

Next, Ms. Zarou went over the program timeline:

- October 7, 2024: Announcement of tentative rankings of applications
- October 7, 2024 - October 14, 2024: Tentative rankings appeals period
- October 15, 2024: OSPG Appeals Board meeting to review appeals regarding tentative rankings
- October 21, 2024: Announcement of final rankings of applications and funding allocations
- October 1, 2024 - September 30, 2025: FY 24-25 OSPG contracts effective

Ms. Viafora Ray provided an update on invoice processing for the fiscal year 2023-2024 awarded programs and shared that 100% of invoices for the months of February, March, April, May, and June had been processed. They went on to say that all but one invoice had been processed for the month of July, and more than half of August invoices had been processed with the remaining either pending or not yet submitted by agencies. Finally, they shared that a little over \$3 million had been paid out thus far, and that final invoices needed to be submitted no later than October 2nd.

Ms. Viafora Ray moved on to an update on the FY 2023-2024 agency assessments and site visits. They reminded the attendees that the purpose of these activities is to evaluate compliance with the grant standards outlined in Exhibit C of the Opioid Settlement Proceeds Grant (OSPG) Agreement. They went on to explain that the assessment involves two main activities: 1) Agencies complete the *“Agency Assessment & Site Visit Monitoring Tool”* wherein they answer questions about their agency’s operations and upload supporting documentation, and OSPG staff review and assess these answers and documents; and 2) The site visit where OSPG staff have an opportunity to see the work in action, on-site. The grant standards outlined in Exhibit C of the OSPG agreement are categorized into 14 categories: A. Governance - Corporations; B. Governance - Non-Corporations; C. Audits & Records; D. Human Resources Administration; E. Legal Concerns; F. Program Management; G. Community Relations; H. Scope of Service; I. Clients to be Served; J. Staffing Requirements; K. Deliverables; L. Performance Specifications; M. Equipment; and N. Insurance.

Next, Ms. Viafora Ray gave an update on the progress with completing the site visits and the review and approval of the Monitoring Tools. They shared that all site visits had been completed and all Monitoring Tools had been submitted, reviewed, and approved.

Ms. Zarou and Ms. Viafora Ray then provided brief overviews of the remaining site visits that had been completed, as follows:

- Ace Medical
 - Outreach strategies
 - Targeted zip codes for outreach
 - Considering factors including infectious disease risk and housing insecurity
 - Mobile unit
 - Victims of overdose remembrance vigil
 - Focus groups (Prevention, Treatment, and Recovery)
 - Incorporating primary care into suite of services
- Boys' and Girls' Clubs of Northeast Florida
 - BGCNF SMART Moves Program is being implemented across 40+ sites with students in grades first through fifth
 - Visited "The Bridge" location to see program implemented with a third-grade class
 - Curriculum focused on nicotine and tobacco and emphasized harm to body and brain through discussion, group activity, and a handout
 - Class ended with "PET" exercise - Positive Affirmations, Encouragement, and Thankfulness
- Community Coalition Alliance
 - Microsoft Teams meeting to discuss tagging of capital outlay items and two of its software programs
 - Screening of Screenagers, hosted in collaboration with Drug Free Duval at Wolfson High School on August 28th
- Community Rehabilitation Center
 - Two sites: Pearl St (32208) and Beach Blvd (32207)
 - Outreach:
 - HUD housing
 - Assessments to identify as low, moderate, or severe risk for opioid misuse
 - Services:
 - Individual therapy, support groups, case management, buprenorphine
- I.M. Sulzbacher for the Homeless

- Outpatient Substance Use Services (OSUS)
- Outreach
 - Urban rest stop
 - Shelters
 - "Boots on the ground"
 - Referrals
- Primary care and dental clinic
- Recovery Group
- Volunteers in Medicine
 - Visited clinic location at Philips Highway (32207)
 - Discussed eligibility, assessments, and services
 - Integration of behavioral health and primary care
 - Canine therapy, equine therapy, and yoga
 - Provider staff training on opioid alternatives

There were no questions from the committee. Photos and additional summary notes from these site visits are available upon request from the Office of Opioid Abatement.

IV. Public Comment

Dr. Wynn opened the floor to public comment. There was no public comment.

V. Vote on Minutes from August 2024 Meeting

Heather Rios put forth a motion to vote to approve the meeting minutes from the August 19, 2024, meeting. Dr. John Tanner seconded the motion. There was no discussion. The motion passed unanimously.

VI. New Business

Dr. Wynn opened the floor for new business. There was no new business.

VII. Adjournment

Sarah Smith put forth a motion to vote to adjourn the meeting. Dr. Tanner seconded the motion. The motion passed unanimously. The meeting was adjourned by Dr. Wynn at 2:29 PM.

Next Meeting Date - Monday, October 7th at 2:00 PM

To be signed by Antonio Nichols, Secretary, certifying approval by the Committee:

Signature: _____

Date: _____

This version of the meeting minutes is the accessible version to be uploaded to the Program website. The version containing the Secretary signature certifying approval by the Committee is on file with the Office of Opioid Abatement and can be requested by emailing opioidabatement@coj.net.