

**MINUTES OF THE REGULAR MEETING OF
THE OPIOID ABATEMENT FUNDING ADVISORY BOARD**

Date: September 12, 2022

Present: Christi Hankins – Escambia County Assistant County Attorney
Rebecca Szuch – Escambia County Paralegal
Dr. Irvin Williams
Tommy White
Matt Infinger
John Mathis
Catherine White

Location: Ernie Lee Magaha Government Building, Board Chambers, First Floor
221 Palafox Place, Pensacola, Florida

Minutes prepared by Tina Arroyo – Assistant to the Board

1. Brief overview from Christi Hankins on the agenda, speakers and what is expected from The board.
2. Call to order by Christi Hankins
3. Pledge Allegiance to the Flag.
4. Has the meeting been properly advertised?
 - a. Yes, in the Escambia Sun Press Thursday publication, September 8, 2022
5. Election of Chair and Vice-Chair.
 - a. **Introduction of the Board:**
 1. Dr. Irvin Williams - CDAC Appointee
 2. Tommy White – City Council Appointee
 3. Matt Infinger – BCC Appointee
 4. John Mathis – Mayoral Appointee
 5. Catherine White – County Administrator Appointee
 - b. Interim election for this meeting until the October meeting when the board will vote on permanent Chair/Vice Chair.

Recommendation:

Motion: To nominate former Chief of Police, John Mathis as interim Chairperson

Made by: Tommy White

Disposition: Vote unanimously passes

Motion: To nominate Catherine White as interim Vice Chairperson
Made by: Tommy White Seconded by: John Mathis
Disposition: Vote unanimously passes

6. Public Forum - Speakers limited to 2 minutes each.

- a. No speakers

7. Presentation and Discussion of Board Handbook.

a. Opioid Abatement Funding Advisory Board Handbook.

1. Florida Opioid Allocation and Statewide Response Agreement between Department of Legal Affairs and Escambia County.
2. Schedule A – Core strategies that are to be followed. The projects/expenditures decided by this board will be presented to and handled by the Board of County Commissioners. None of the settlement money has come in yet.

Schedule B – Approved uses

Exhibit C – Breakdown of how county percentages are received.

Escambia County Task Force Opioid Plan – Required for county to present to The state to become a qualified county.

3. Resolution of The Board of County Commissioners – Lays out duties of chairperson, how often the board must meet, what a quorum is and how voting is required, in this case, it is a majority vote. A term will be two years. If a board member is absent three or more occurrences, he or she could be recommended for removal of board member.

Bylaws - This board will recommend what is wanted. Attorneys' office will draft them, and they will be distributed to the board.

4. Interlocal agreement – Between Escambia County and The City of Pensacola
5. The Competitive Bid Process
6. Summary of Ethics, Sunshine Law, and Public Records Requirements.
7. Code of Ethics for Escambia County
8. Voting Conflicts
9. Statewide Taskforce on Opioid Abuse and their Recommendations.

Please see the attached Core Strategies below:



Sched A Core
Strategies

8. Sunshine Law, Voting Conflicts, and Ethics

1. Sunshine Law – Three things that MUST happen:
 - a. There must be an open meeting to the public.
 - b. There must be reasonable notice of the meeting.
 - c. There must be minutes taken and promptly recorded.
2. Voting Conflicts – There are two statutes involved.
 - a. 112.3143 – This statute applies to all voting officers at the state and local level and refers to when a voting member cannot vote on any measure, which will endure to your gain or loss.
 - b. 286.012 - A member of a state, county, or municipal governmental board, commission, or agency who is present at a meeting of any such body at which an official decision, ruling, or other official act is to be taken or adopted may not abstain from voting regarding any such decision, ruling, or act; and a vote shall be recorded or counted for each such member present, unless, with respect to any such member, there is, or appears to be, a possible conflict of interest.
3. County Ethics Requirements - 112.313 - Standards of conduct for public officers, employees of agencies, and local government attorneys.
 - a. A board member should not solicit or accept anything of value, including a gift loan reward promised the future employment favor or service based Upon any understanding that your vote, official action, or judgment would be influenced

This state law has a limit of \$100 on accepting gifts and then as far as in Escambia County, you cannot accept a gift over \$50. You are prohibited from soliciting gifts. It is best to walk away from all gifts, then you do not have to worry about these details.

9. Review Escambia County Resolution R2022-57. I. R2022-57 - A Resolution of the Board of County Commissioners of Escambia County, Florida, Establishing the Opioid Abatement Funding Advisory Board. We briefly touched on this. There is a term of two years. If someone must resign or be removed because they met the requirements, three or more absences excused or not, the Board of County Commissioners recommend removal. Whoever originally appointed the board member being removed will appoint replacement. Each October there will be a vote for Chairperson and Vice Chairperson. Each term is for one year. There are no term limits. There must be regular meetings, but there can be no less than semi-annually. This will be discussed in more detail at the next meeting scheduled for October 17, 2022, at 10:00am.

11. CDAC Presentation below:



CDAC Advisory
Board 2022.pptx

ADJOURNMENT

There being no further business to come before the Board, Interim Chairman Mathis declared the Opioid Abatement Funding Advisory Board adjourned.