

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

Meeting Date: November 6, 2023

Present: Christi Hankins– Escambia County Senior Assistant Attorney
John Mathis - Chair
Catherine White – Vice Chair
Tommy White
Matthew Infinger
Irv Williams

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. Call to Order
2. Pledge Allegiance to the Flag.
3. Approval of the minutes from October 2, 2023.

Motion: To approve the minutes from October 2, 2023
Made by: Tommy White Seconded by: Cathy White
Disposition: Motion unanimously passes

4. John Mathis won't be able to attend the meetings scheduled for January and March. He hopes to return in June. If no one objects, Catherine White can act as the chair during this time. Now, I would like to hand over the floor to Cathy.

5. Public Speaker - **Rodney Jones** - Good morning, ladies, and gentlemen. I'm here to inquire about the timeline for the RFP. Have you discussed it yet?

Cathy White - No timeline has been discussed yet, but we will talk about the RFP today.

6. RFP Samples from other Counties - During the meeting, Cathy White distributed two sample surveys to the attendees. These surveys could potentially be posted on the community website, allowing people to give their opinions on how funds should be allocated. Cathy mentioned that in some counties, percentages are used to break down the allocation of funds. The idea of posting a survey on the website and letting it run for a specific period was discussed to gather community input.



Sample Surveys.pdf

(right click, object, open)

Christi Hankins - Just for reference, the Wright County, Minnesota Opioid Settlement Advisory Council has made available some forms on their website. The first form is related to the opioid settlement and the second page covers opioid funding prioritization along with an executive summary. Another handout regarding the creation of a budget has been provided by the county, which seeks public input and outlines various areas with specified percentages. All these forms will be accessible on the county's website.

Cathy White mentioned that she has included the second page of the survey results and the completed survey. The second page contains a summary of what happened based on the survey. She is wondering if there are any motions to move forward on the survey and if the group would like to follow what Wright County is doing.

Irv Williams - Madam Chair, I believe this is a great way to receive specific and concrete feedback from the community. Both examples that you provided are good, but I particularly like the Wright County, Minnesota's approach. These forms will be accessible on our website once they are loaded.

John Mathis - I agree with Doctor Williams. I personally like the Wright County because it's more specific and it's not as broad-based with as many variables that can get entered in as the Allegheny County Survey.

Motion: To accept the Wright County Settlement Council survey and move forward with that, getting that on our website.
Made by: Tommy White Seconded by: Cathy White
Disposition: Motion unanimously passes

Tommy White -

The question I have is this: We have been here for about a year, and while we could conduct another survey, some challenges come with it. First, we won't be back until the beginning of next year. Second, agencies that have approached us have indicated that they need help with treatment and prevention strategies, which have already been outlined. So, while we can do a survey and set parameters for next year's percentages, my challenge is that we already have funding for these strategies. Waiting for surveys and coming up with percentages could delay the help that people need to move forward. Can't we find a way to do both at the same time?

Christi Hankins - We have Liz Kissel joining us, who has been working on the report that is required to be presented to DCF. She has also had a phone call meeting with DCF, and I think she can provide you with some valuable information regarding it.

Liz Kissel - Thank you for your inquiry. We have found that the documents primarily refer to Escambia County, except for one document that mentions the cities of Pensacola and Century. To ensure compliance with the correct procedures, we are seeking clarification on whether there is a specific

percentage that needs to be spent within these cities or if all of them need to be included. Once we receive this information, we will be able to provide you with a more detailed response.

7. Scope of Work for the RFP - Good morning, Lindsey Stevens, Interim Purchasing Director. Based on what I heard during your discussion this morning, it might be best to wait until we receive the community surveys before making any decisions. Once we have a better understanding of what the community wants, we can work together to determine exactly what you need. I suggest meeting with my colleague, Tina, to outline your requirements and identify the items you need to purchase.

If you're concerned about pricing, keep in mind that only 10% of an RFP can be focused on pricing. If you're looking to buy specific items, like Narcan, it would be an invitation to bid. However, if you're looking for treatment programs or EMS, then an RFP would be necessary. This is because you need detailed descriptions of what the providers can offer you.

We will take things step by step and provide you with the necessary support throughout the process. Once we have a clear understanding of what you need, we will present you with some guidelines and samples to help you make the best purchasing decisions.

It's important to note that there might be some things you need to spend your money on that we're exempt from. If you decide to work with a non-profit organization, you won't need to do an RFP. Instead, you can negotiate directly with the non-profit, as their focus is on helping people rather than making a profit.

Let's work together to figure out your needs and requirements. Once we have a clear understanding of what you need, we will collaborate with you to ensure that everything is set up perfectly.

8. New Business – Next meeting Monday, January 8, 2024, at 10:00 am

9. Adjourned - There being no further business to come before the Board, acting Chair Cathy White declared the Opioid Abatement Funding Advisory Board adjourned.