

Tennessee Opioid Abatement Council Quarterly Meeting		
Date	September 6, 2024	
Time	8:30 a.m.-8:43 a.m. CST	
Location	Microsoft Teams- Virtual	
Council Members Attending via Microsoft Teams: Mike Flynn, Shayne Sexton, Stephen Loyd, Tommy Farmer, Brian Buuck, Casey Cox, Armando Fontes, Wayne Wykoff, Clay Jackson, Stephanie Vanterpool		
Guest Attending via Microsoft Teams: Numerous members of the public also joined the meeting via Microsoft Teams and were asked to keep their cameras off and microphones muted until the public comment period.		
Staff Attending via Microsoft Teams: Mary Shelton, Ella Reding, Elizabeth Rickman-Vaden, David Sappington, Mark Carrillo, Melissa Gilbert, Debbie Bresee, Marie Rucker-Magras, Sam Boukli, J.P. Urban		
Presenter	Topic	Discussion
S. Loyd	Welcome & Introductions	S. Loyd welcomed attendees to the virtual meet.
M. Shelton	Attendance	M. Shelton conducted Council roll call as follows: Armando Fontes–yes Brian Buuck–yes Casey Cox–yes Charme Allen–absent Clay Jackson–yes Karen Pershing–absent Ken Moore–absent Lisa Tipton–absent Mike Flynn–yes Shayne Sexton–yes Stephanie Vanterpool–yes Steve Loyd–yes Tim Fournet–absent Tommy Farmer–yes Wayne Wykoff–yes
M. Shelton S. Loyd	Emergency Meeting Necessity Statement & Motion	M. Shelton read the Emergency Meeting Necessity Statement, which stated that the meeting was being held 100% virtually to expedite the planning and design of the community grant application process to meet the expected tasks and activities. J.Urban requested for the ‘Determination of Necessity’ to be voted on. S. Loyd called for a motion.

		<p>C. Jackson moved for a motion to approve.</p> <p>T. Farmer seconded.</p> <p>M. Shelton proceeded with roll call vote as follows:</p> <p>Armando Fontes–yes Brian Buuck–yes Casey Cox–yes Charme Allen-absent Clay Jackson–yes Karen Pershing-absent Ken Moore-absent Lisa Tipton-absent Mike Flynn–yes Shayne Sexton–yes Stephanie Vanterpool–yes Steve Loyd–yes Tim Fournet-absent Tommy Farmer–yes Wayne Wykoff–yes</p> <p>Motion carried per S. Loyd.</p>
M. Shelton	Council Roll Call	<p>M. Shelton conducted roll call and confirmed with legal staff that Council had a quorum and it was agreed upon.</p> <p>Armando Fontes–present Brian Buuck–present Casey Cox–present Charme Allen-absent Clay Jackson–present Karen Pershing-absent Ken Moore-absent Lisa Tipton-absent Mike Flynn–present Shayne Sexton–present Stephanie Vanterpool–present Steve Loyd–present Tim Fournet-absent Tommy Farmer–present Wayne Wykoff–present</p>

M. Shelton	Smart Simple Revisions Cost Approval for Community Grants – Cycle 2	<p>M. Shelton stated that the reason for the meeting is to present the Smart Simple revisions cost for approval for the community grants in cycle .</p> <p>She advised the Council Office is requesting a motion and a vote.</p> <p>M. Shelton explained in further detail about the Smart Simple portal as seen below:</p> <p>Portal was customized with no cost to the Opioid Abatement Council for Cycle 1</p> <p>There was always a charge, but Edison was covering costs for the first year to launch the project.</p> <p>SmartSimple was intended to be one system for all agencies at an Enterprise level, but each agency needed a unique process.</p> <p>The OAC Office recommends continued use of the SmartSimple portal</p> <p>M. Shelton advised if Council pivots to another application system the cost could range between \$500K to \$1M to customize for the Council needs.</p> <p>Community Grant Application</p> <p>At the July 31 Emergency Meeting, the OAC voted to approve revisions to the Community Grant application.</p> <p>The OAC Office has also identified a couple of operational revisions which will allow for a more user-friendly interface</p> <p>These revisions were based on feedback from Proposers while trying to navigate through the SmartSimple application mainly during registration.</p>
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		<p>Projected Cost Estimates</p> <p>M. Shelton provided a breakdown of projected cost based on revision activity.</p> <p>Activity:</p> <ul style="list-style-type: none"> ➤ SmartSimple Revisions: Configuration, internal testing, test plans, UAT Support (107 hours) (includes 22 contingency hours) ➤ Projected Estimated Cost: \$21,285 ➤ STS Project Management ➤ Projected Cost: \$3,000 ➤ Total Projected Cost: \$24,285
S. Loyd	Discussion & Decision Points & Motion	<p>Motion: Will the OAC consider a motion to approve the costs for the SmartSimple revisions for Community Grants Cycle 2?</p> <p>S. Loyd asked if anyone would make a motion to accept the proposed expense.</p> <p>S. Sexton made a motion for the proposed expense.</p> <p>W. Wykoff seconded the motion.</p> <p>M. Shelton conducted roll call for each Council member to vote as follows:</p> <p>Armando Fontes–yes Brian Buuck–yes Casey Cox–yes Charne Allen-absent Clay Jackson–yes Karen Pershing-absent Ken Moore-absent Lisa Tipton-absent Mike Flynn–yes Shayne Sexton–yes Stephanie Vanterpool–yes Steve Loyd–yes</p>

		<p>Tim Fournet-absent Tommy Farmer-yes Wayne Wykoff-yes</p> <p>S. Loyd stated motion carries.</p>
S. Loyd M. Shelton	Public Comment	M. Shelton and S. Loyd confirmed that there were no attendees requesting public comment.
M. Shelton	Next Meeting	The next meeting will be in-person on September 30 th , 2024 at 12:00 p.m-3:00 p.m. CST in Franklin, TN at the Franklin City Hall.
S. Loyd	Meeting Adjourned & Motion	<p>S. Loyd called for a motion to adjourn.</p> <p>T. Farmer made a motion.</p> <p>C. Cox seconded.</p> <p>Armando Fontes-yes Brian Buuck-yes Casey Cox-yes Charme Allen-absent Clay Jackson-yes Karen Pershing-absent Ken Moore-absent Lisa Tipton-absent Mike Flynn-yes Shayne Sexton-yes Stephanie Vanterpool-yes Steve Loyd-yes Tim Fournet-absent Tommy Farmer-yes Wayne Wykoff-yes</p> <p>Motion carries.</p> <p>S. Loyd advised meeting adjourned at 8:43 a.m. CST.</p>