

Opioid Abatement Council Emergency Meeting

- Thank you for joining the Opioid Abatement Council's 100% virtual Emergency meeting.
- All are welcome. Guests' audio and video will be disabled. Chat is disabled, too.
- Council members, please leave your camera on and mute yourself when not speaking
- This meeting is being recorded.

Introductions & Role Call

- **Dr. Stephen Loyd** - Chair, Opioid Abatement Council

- **Mary Shelton**, Executive Director,
Opioid Abatement Council

Emergency Meeting Necessity Statement

- The Opioid Abatement Council is holding this 100% virtual emergency meeting to expedite the planning and design of the community grant applications process and to ensure that the Opioid Abatement Council Office is properly staffed to meet the expected tasks and activities.

Agenda

Agenda Item	Does this require a motion and a vote by the Council?
Small cap/ large cap definition for the community-based applications	will need motion and vote
Update on the Sub-Recipient Grant Management Enterprise Solution, development of the community-based application	
Approval to develop a transparency policy for the OAC and OAC Office	will need motion and vote
Approval of the Semi-Annual Report for the Counties	will need motion and vote
Town Hall meetings	
Recovery Housing Research: Standards & Metrics Committee	
Proposed positions for the OAC Office	will need motion and vote

Community based applications – Small cap & Large cap

- To ensure that smaller organizations are considered equal to larger organizations for the community-based grants, the Subcommittee asks that the Council create a distinction between the two:

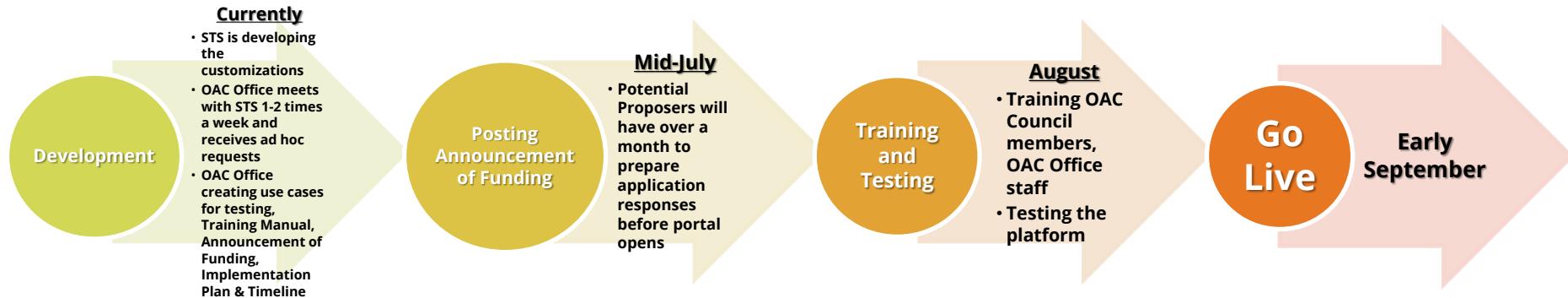
Small Cap Organization	Large Cap Organization
Under \$1 million annual revenue	Over \$1 million annual revenue

Discussion & Decision Point

- Does the Council approve creating the distinction of small cap and large cap with small cap under \$1 million and large cap over \$1 million?

**Motion
&
Council Vote**

Update on the Sub-Recipient Grant Management Enterprise Solution for Community Grant Application



Transparency Policy

- In an effort to ensure that all relevant information and data is posted on the Opioid Abatement Council's website, the Office is asking the Council to approve the development of a Transparency Policy.

Discussion & Decision Point

- Does the Council approve the OAC Office creating a Transparency Policy for the Council to review in a future meeting?

**Motion
&
Council Vote**

Semi-Annual Report for the Counties

- The Semi-Annual Report is created in Formstack
- This makes it easy for the Counties to submit information and we can pull reports
- Since the Counties didn't receive any funding for administrative costs and some counties received around \$25,000, the report was developed to require minimal admin time to complete

Opioid Abatement Trust Fund Semi-Annual Report

Please report on Opioid Abatement Trust Funds spent during the timeframe February 1, 2023-August 31, 2023.
This Report is due September 30, 2023

This report is only for the money from the Tennessee Opioid Abatement Trust Fund and is for the timeframe of February 1, 2023 - August 31, 2023. Please do not include information about the money from the National Administrator.

The questions with ***asterisks*** require an answer.

Name of County Official completing this Semi-Annual Report*

Email address of County Official completing this Semi-Annual Report*

Please select the County for this Semi-Annual Report*

Please provide information on the ALLOCATION of the funding received in the next question.

Has the county allocated all OR any portion of the funds received from the Opioid Abatement Trust Fund?*

- Yes, some funds have been allocated
- Yes, all funds have been allocated
- Yes, we have a proposed allocation for some OR all funds, but still need approval by the county commission or a similar process
- No, none of the funds have been allocated

Please enter the amount of funds which have been allocated*

\$

Please provide information on which STRATEGIES the funding was spent on, in the next 6 questions. These categories are from the Remediation List which is located in the Letter of Agreement or [OAC Remediation List Revised 10-10-22.pdf \(tn.gov\)](#)

Did your county spend Opioid Abatement Funds on PRIMARY PREVENTION during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Primary Prevention* $\$$

Estimated number of people served by the funds spent on Primary Prevention*

Provide the initial date when funds for Primary Prevention were spent*

Did your county spend Opioid Abatement Funds on HARM REDUCTION during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Harm Reduction* $\$$

Estimated number of people served by the funds spent on Harm Reduction*

Provide the initial date when funds for Harm Reduction were spent*

Did your county spend Opioid Abatement Funds on TREATMENT during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Treatment* $\$$

Estimated number of people served by the funds spent on Treatment*

Provide the initial date when funds or Treatment were spent*

Did your county spend Opioid Abatement Funds on RECOVERY SUPPORT during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Recovery Support* $\$$

Estimated number of people served by the funds spent on Recovery Support*

Provide the initial date when funds for Recovery Support were spent*

Did your county spend Opioid Abatement Funds on EDUCATION & TRAINING during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Education & Training* $\$$

Estimated number of people served by the funds spent on Education & Training*

Provide the initial date when funds for Education & Training were spent*

Did your county spend Opioid Abatement Funds on RESEARCH & EVALUATION during February 2023-August 2023?*

Yes No

Provide the total dollar amount spent on Research & Evaluation* $\$$

Estimated number of people served by the funds spent on Research & Evaluation*

Provide the initial date when funds for Research & Training were spent*

Discussion & Decision Point

- Does the Council approve the proposed Semi-Annual Report for the Counties?

**Motion
&
Council Vote**

Town Hall Meetings

- In order to give us better insight as to what local communities are experiencing, see the gaps in the service delivery system, and to create a better networking opportunity for the community, we will schedule 3 Town Hall meetings in the last week of July 2023.

Town Hall Meetings		
Middle Grand Region	East Grand Region	West Grand Region
July 26 Murfreesboro	July 27 Cleveland	July 28 Dyersburg

Recovery Housing criteria

- Charge to the Standards & Metrics Committee
 - Ken Moore
 - Charme Allen
 - Lisa Tipton
 - Armando Fontes
- Research existing definitions, licensure and certification requirements for recovery housing which would be applicable to the whole state of Tennessee.
- Requesting language recommendation for the Qualified Applicant list for the June 23 OAC Quarterly meeting

Proposed positions for the OAC Office

- Mary Shelton, Executive Director, is requesting the Council's approval of new positions for the OAC Office

Snapshot

Number of positions requested	New annual cost of salaries	Total OAC Office positions	Total annual cost of <u>all</u> salaries	Admin %*
6 new, 1 1/4 time & 1 reclass	\$767,427	9.25	\$1,104,037	2.4%

*assuming \$1.140 billion total payments over 18 years, even though settlement payments are disbursed on their own schedule. (Distributor and J&J settlements = \$650 million; Five new settlements = \$490 million)
70% to Opioid Abatement Trust Fund = \$798,000,000; averaging \$44,333,333 annually

Current OAC Office staffing

Executive Director	Project Administrator	Program Manager
Mary Shelton	Ella Reding	Elizabeth Rickman-Vaden

With assistance from TDMHSAS in these areas:

Legal	Fiscal	Grants management
Administrative	Policy	Clinical
IT	HR	Operations
Legislative	Communications	

OAC Office new responsibilities

Task	Responsibilities
County monitoring	Ensuring the counties meet the deadlines for allocating and spending funds, that the Remediation List activities are funded, people impacted
Community applications and monitoring	Operations of the application process, reviewing applications, managing the scoring and review of all applications, technical assistance with applicants, ensuring the grant contracts are executed, grants are paid via Edison, fiscal monitoring, semi-annual reports
Town Hall meetings	Scheduling, securing a location and publicizing Town Hall meetings, attending the meetings, posting minutes, any follow-up activities from the meetings
Data management	Compiling raw data, working with staff to create visualizations which are informative and easy for the public to understand
Sub-Recipient Grant Management Enterprise Solution management	Designing customizations of SmartSimple platform, creating training manual, training OAC members, maintaining communication with STS to resolve problems, tech assistance to OAC members



What we are hearing from other states

State	Expected Abatement Funding Total	Staff	Accepting & processing grant applications?	Are they planning to add staff?
NV	\$329 million	7	Yes	Requesting 7 additional positions
VA	\$532.9 million	5	No	Plan to fill 2 positions this year; and ask for 3 positions when applications open
CO	\$700 million	4	Yes	Plan to add 5 positions this year
KY	\$842 million	4	Yes	Plan to add 1-2 positions this year

Requested positions

We are requesting 6 new FT positions, 1 .25 position, and reclassing 1 position

Positions	Main duties
Deputy Director	Oversee operations, lead initiatives, manage vendors, strategic planning, supervising grant staff, staff Council sub-committees
Executive Assistant	Provide administrative support to the office, travel claims, Edison, appointments, order supplies, email communications w OAC & public
Grants Program Director (reclass)	Manage the community grant application process, develop policies and documents
Grants Analyst (2 positions)	Process community grant applications, communicate with applicants, review grant applications, delegate applications to OAC members for scoring
Accountant 3 (2 positions)	Provide fiscal monitoring of the community grantees (will be hired later 2023/ early 2024)
Attorney 3 (.25 time)	Advise on legal issues, create legal documents, research legal issues, attend the OAC meetings

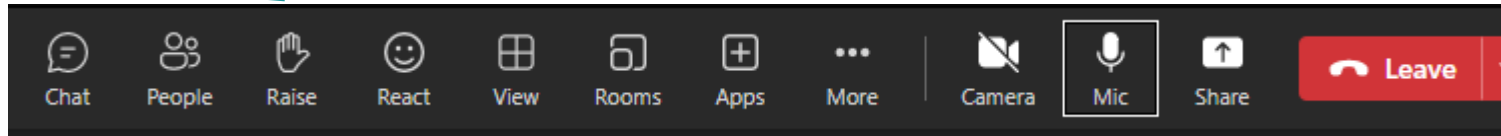
Discussion & Decision Point

- Does the Council approve the proposed positions to staff the OAC Office?

**Motion
&
Council Vote**

Public Comment

- Does anyone wish to comment or address the Opioid Abatement Council?
- If you wish to speak, please click the “**raise your hand**” icon located on the top menu bar (3rd from the left)



The logo consists of a red square containing the letters 'TN' in white, serif font. Below the square is a thin white horizontal line, and below that is a dark blue horizontal bar. A registered trademark symbol (®) is located at the bottom right corner of the blue bar.

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Thank you