

OPIOID AND SUBSTANCE USE DISORDER (OSUD) GRANTS COMMITTEE

Meeting Minutes

August 25, 2025, 2:00 PM

City Hall, 1st Floor, Lynwood Roberts Room

Chair: Antonio Nichols

Vice-Chair: Sarah Smith

Secretary: Heather Rios

Committee Meeting Attendance	
X	Antonio Nichols - Chair
X	Sarah Smith - Vice-Chair
X	Heather Rios - Secretary (participated remotely)
X	Dr. Lantie Jorandby
X	Debbie O'Neal
X	Nancy St. Claire
X	Dr. John Tanner

Quorum Present: Yes

City Council Liaison (non-voting member):

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

City of Jacksonville Staff:

- Madelaine A. Zarou, Manager of Opioid Abatement - Jacksonville Fire and Rescue Department (not present)
- Laura Viafora Ray, Program Coordinator - Opioid Abatement - Jacksonville Fire and Rescue Department
- Ashley Smith, Assistant General Counsel - Office of General Counsel, City of Jacksonville

I. Call to Order

The meeting was called to order at 2:01 PM by Antonio Nichols, Chair.

II. Welcome and Introductions

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

III. Office of Opioid Abatement (OOA) Update

Laura Viafora Ray, Program Coordinator - Opioid Abatement, provided an update from their office covering the following:

- *State Reporting*

- Ms. Viafora Ray gave an update on reporting to the state, summarized as follows:

- Service Utilization Data Reporting

- This reporting requirement is for agencies receiving opioid settlement funds that are utilizing these funds for treatment activities which include, but are not limited to, mental health counseling and medication assisted treatment.
 - The OOA sent out memos to agencies to alert them of this required reporting. Now that they have had a few months to comply with the requirement, the OOA reached out to the state (DCF) to verify compliance. The state responded to the OOA and at this point the OOA is determining next steps in order to get all agencies in compliance.

- FY 24-25 Financial Report

- The OOA is currently finalizing the State's Annual Final Expenditures Report, due in the Opioid Data Management System by August 31st. This report details the City's opioid settlement fund revenues by quarter (based on the state's fiscal year) and by type as well as opioid settlement fund expenditures by quarter and type from the period from July 1, 2024, to June 30, 2025. They have been working closely with the Department of Finance on this and plan on submitting everything in a couple of days after one last review.

- *Quarterly Progress Reports (QPRs)*

- Next, Ms. Viafora Ray gave an update on Quarterly Progress Reports (QPRs), summarized as follows:

- QPR Q1: All 14 approved
 - QPR Q2: All 14 approved
 - QPR Q3: 12 submitted (3 approved, 9 revised versions are pending second review and approval), and 2 pending submission (an extension was granted due to extenuating circumstances)

- *Agency Assessments & Site Visits*

- Ms. Viafora Ray then gave an update on Agency Assessments & Site Visits for FY24-25 awarded programs, summarized as follows:

- The purpose of these assessments/visits is to evaluate agency compliance with the grant standards outlined in Exhibit C of the Opioid Settlement Proceeds Grant Agreement.
 - There are two main components:

- (1) The completion and review of the “Agency Assessment & Site Visit Monitoring Tool” - agencies answer questions and upload supporting documentation and the OOA staff reviews. Last year, this step was done via email and SharePoint. This year, the OOA is using Submittable for the uploading of these Monitoring Tools and relevant communication.
 - (2) The second component is the site visit - scheduled from 7/30 to 8/27. During these visits, OOA staff observe the sites where program activities are taking place, meet staff and program clients.
- The grant standards covered are:
 - A. Governance - Corporations
 - B. Governance - Non-Corporations (not applicable in this cycle, as all awarded agencies are 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
 - M. Equipment
 - N. Insurance
- FY24-25 Site Visit & Agency Assessment Progress:
 - 13 of 14 site visits completed; the final visit is scheduled for 8/27
 - 3 of 14 monitoring tools approved; 10 of 14 revised monitoring tools pending second review and approval; 1 of 14 submitted, but pending initial review
- *Fiscal Year 2024-2025 Invoice Processing*
 - Next, Ms. Viafora Ray shared an update on FY 24-25 invoice processing, summarized as follows:
 - Q1 (October through December) - 100% processed and submitted for payment
 - Q2 (January through March) - 100% processed and submitted for payment

- Q3 (April through June) - 93% processed and submitted for payment; the remaining 7% are either still being processed or have not yet been submitted by the agency
 - Q4 (July only, due on 8/15) - 36% processed and submitted for payment; 43% being processed; 21% not yet submitted by agency
 - Just under \$2.8 million in invoices have been processed and submitted for payment, representing about 55% of program budget.
- A detailed chart was shared during this section of the update which can be requested by emailing opiodabatment@coj.net.
- *Fiscal Year 2025-2026 OSPG Program Timeline (tentative and subject to change)*
 - Ms. Viafora Ray noted that this tentative timeline for the FY 25-26 OSPG Program had been shared out at previous meetings, so this was simply a reminder and update. This is a summary:
 - ~~May 15 and May 21: Mandatory Application Workshop #1 and #2~~
 - 65 individuals representing 39 agencies participated
 - ~~June 2: Application opens~~
 - ~~July 1: Application closes~~
 - 29 applications received
 - 24 applications deemed eligible
 - ~~July 14: Submittable training/demo for Committee Members~~
 - ~~July 18: OSPG Appeals Board meeting~~
 - 2 appeals submitted
 - Both appeals denied
 - July 29 - August 29: Scoring period
 - October 6: Tentative application rankings and funding allocations announced
 - Will know if program budget is approved
 - October 17: Tentative OSPG Appeals Board meeting
 - Should any appeals pertaining to rankings or funding allocations be submitted
 - October 20: Final application rankings and funding allocations announced
- *Data Update*
 - Ms. Viafora Ray provided the following Jacksonville Fire and Rescue Department data update, summarized as follows:
 - The measure “# of Suspected Opioid-Related (O-R) Overdose (OD) Patients” is down 31% from January to July of 2025 compared to the same time period in 2024.

- Following a spike in March of 2025, with the measure “# of Suspected O-R OD Patients” increasing from 86 in the previous month to 142 in March of 2025, this measure has tracked down some, in the following three months, but have been above 110 in each of those months. Increases in this measure were also seen from May to June (116 to 122) and from June to July (122 to 128).
- Two detailed graphs were shared during this section of the update which can be requested by emailing opiodabatment@coj.net.
- Next, Ms. Viafora Ray provided some data highlights from the “Patterns of and Trends in Substance Use in Florida: 2025 Annual Report”, summarized as follows:
 - Past-Year Pain Reliever Misuse Among Youth (data from National Survey on Drug Use and Health (NSDUH))
 - Decreased from 3.4% (2015-2016 average) to 2.1% (2023-2024 average) among FL youth
 - In 2023-2024, slightly higher among FL youth (2.1%), compared to the US (1.9%)
 - Past-Year Pain Reliever Misuse Among Adults (data from NSDUH)
 - Decreased from 4.1% (2015-2016 average) to 3.0% (2023-2024 average) among FL adults
 - In 2023-2024, nearly identical rates among FL adults (3.0%) and the US (3.1%)
 - Opioid-involved Non-fatal Overdose Emergency Department Visits, Florida (data from FLHealthCHARTS Substance Use Dashboard and Florida Department of Law Enforcement (FDLE))
 - Increased from ~6,700 in 2015 to an all-time high of ~23,500 in 2021; decreased to ~15,000 in 2023
 - Fatal Opioid Overdose Deaths in Florida (data from FLHealthCHARTS Substance Use Dashboard and FDLE)
 - Increased from ~2,500 in 2015 to an all-time high of nearly 6,500 in 2021; decreased to ~5,500 in 2023
 - The report referenced above can be requested by emailing opiodabatment@coj.net.

IV. Public Comment

Mr. Nichols opened the floor to public comment.

Michael Fisher commented that Riverside Tradition House has a new manager. The comment card is on file.

V. Vote: Meeting Minutes from July 28, 2025

Sarah Smith put forth a motion to vote to approve the meeting minutes from the July 28, 2025, meeting. Debbie O'Neal seconded the motion. There was no discussion. The motion passed unanimously.

VI. New Business

Mr. Nichols opened the floor for new business.

There was no new business.

VII. Adjournment

Ms. Smith put forth a motion to vote to adjourn the meeting. Heather Rios seconded the motion. There was no discussion. The motion passed unanimously. The meeting was adjourned by Mr. Nichols at 2:21 PM.

Next Meeting Date - Monday, September 22, 2025, at 2:00 PM

To be signed by Heather Rios, Secretary, certifying approval by the Committee:

Signature: _____

Date: _____

This version of the meeting minutes is the accessible version to be uploaded to the OSPG 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.