

OPIOID AND SUBSTANCE USE DISORDER (OSUD) GRANTS COMMITTEE

Meeting Minutes

September 22, 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
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

City of Jacksonville Staff:

- Madelaine A. Zarou, Manager of Opioid Abatement - Jacksonville Fire and Rescue Department
- 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 2:00 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

Madelaine Zarou, Manager of Opioid Abatement, provided an update from their office covering the following:

- *State Reporting*
 - Ms. Zarou gave an update on reporting to the state, summarized as follows:
 - FY 24-25 Financial Report
 - The OOA submitted the Annual Final Expenditures Report to the state via the Opioid Data Management System on August 29th, few days ahead of the submission deadline.
 - 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.
- *Fiscal Year 2024-2025 Quarterly Progress Reports*
 - Next, Ms. Zarou gave an update on Quarterly Progress Reports (QPRs), summarized as follows:
 - QPR Q1: All 14 approved
 - QPR Q2: All 14 approved
 - QPR Q3: All 14 approved
 - QPR Q4: Due 10/15/25
- *Fiscal Year 2024-2025 Invoice Processing*
 - Ms. Zarou then 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) - 100% processed and submitted for payment
 - Q4 (July and August only) - 86% processed and submitted for payment; 7% being processed; 7% not yet submitted by agency
 - Just over \$3.4 million in invoices have been processed and submitted for payment, representing about 67% of program budget.
 - All remaining invoices and September invoices are due by October 2nd.
 - A detailed chart was shared during this section of the update which can be requested by emailing opioidabatement@coj.net.
- *Fiscal Year 2025-2026 OSPG Program Timeline (tentative and subject to change)*
 - Ms. Zarou noted that this tentative timeline for the FY 25-26 OSPG Program had been shared out at previous meetings and is also on the program website, 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~~
 - All scoresheets received
 - October 6: Tentative application rankings and funding allocations announced
 - October 16: 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*
 - Laura Viafora Ray, Program Coordinator - Opioid Abatement, 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 30% from January to August 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. This measure did decrease from July (128) to August (112).
 - Two detailed graphs were shared during this section of the update which can be requested by emailing opiodabatement@coj.net.
 - *OSPG Program Data: FY 2024-2025 Q1-Q3*
 - Next, Ms. Viafora Ray provided an update on OSPG Program data from 10/1/24 to 6/30/25, summarized as follows:

- The OOA compiled data from the QPRs for Q1, Q2, and Q3 to compile a summary report with key highlights of program activities for all awarded programs in FY 24-25.
- The demographic data (zip code of residence; race and gender) of unduplicated program participants/clients/patients was also compiled from these QPRs to compare who the funded programs were reaching with JFRD data, specifically the percentage of “Suspected O-R OD Patients” over the same time period by zip code of residence of patient and race and gender. The data seemed to suggest that the populations funded programs were reaching were mostly aligned with the JFRD data, suggesting that programs were reaching target populations.
- The key highlights of program activities and demographic data is available in the “City of Jacksonville Opioid Settlement Proceeds Grants Program Summary, FY 24-25 Q1-Q3” report which will be shared via email with the OSUD Grants Committee as well as the OSPG Program email distribution list.
- The detailed charts that were shared during this section of the update as well as the full report referenced above can be requested by emailing opioidabatement@coj.net.

Councilmember Salem asked if there was data available that would compare how Duval County was performing compared to comparable counties in Florida. Ms. Viafora Ray responded by clarifying that data measures provided by the state at the county level, such as fatal overdose data and EMS overdose response data reported on the FLHealthCHARTS Substance Use Dashboard, had a significant lag in reporting such that the most recent data comes from 2023 which was before the OSPG Program work began (the period of performance for the first awarded programs began on February 1, 2024). CM Salem then asked if data on the supply side, such as drug seizures, was available and Ms. Viafora Ray answered by saying that they would connect with their contacts at North Florida High Intensity Drug Trafficking Area (HIDTA) to either gather data to share or have them present at a future meeting.

IV. Public Comment

Mr. Nichols opened the floor to public comment. There were two public comments.

Jason Henika with Hubbard House thanked the committee members for their time and effort in scoring the applications and stated it was wonderful to see the trends with the numbers going down. Their public comment card is on file.

Jocelyn Turner with Partnership for Child Health asked if the funded agencies reported on whether individuals they were reaching were unhoused. Ms. Viafora Ray answered by clarifying that unhoused status is not a demographic measure that all funded programs report on, but that some of the programs' target populations included unhoused individuals such as Sulzbacher Center's Recovery Support and Treatment programs. Ms. Turner also asked if the funded agencies reported on if a participant received medications for pain management post-surgical procedures. Ms. Viafora Ray answered by clarifying that this was not a measure that all funded programs report on, but that one of the funded programs - the prevention program with Volunteers in Medicine - aimed to screen their patients for unmet behavioral health and pain management needs to prevent opioid use in favor of non-narcotic pain management strategies as well as counseling and other therapies. Their public comment card is on file.

There were no further public comments.

V. Vote: Meeting Minutes from August 25, 2025

Debbie O'Neal put forth a motion to vote to approve the meeting minutes from the August 25, 2025, meeting. Sarah Smith seconded the motion. There was no discussion. The motion passed unanimously.

VI. FY 2024-2025 OSPG Program Awardee Site Visits

Ms. Zarou and Ms. Viafora Ray then gave an update on Agency Assessments & Site Visits for all FY 24-25 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, and (2) the site visit - these were completed from 7/30 to 8/27. During these visits, OOA staff observe the sites where program activities are taking place, meet with agency staff, and sometimes have an opportunity to meet with program clients/participants/patients.
- 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
- FY 24-25 Site Visit & Agency Assessment Progress:
 - 14 of 14 site visits completed
 - 14 of 14 monitoring tools approved

Finally, Ms. Zarou and Ms. Viafora Ray gave a brief presentation covering each of the 14 site visits, summarized as follows:

- (1) Community Coalition Alliance - Duval's Approach to Reduce Opioid Overdose (DAROO) - Prevention
 - Date: August 27, 2025
 - Location: North Florida High Intensity Drug Trafficking Area Office (8647 Baypine Rd, 32256) - Location of the monthly Duval Drug Epidemiology Network (DEN) Meeting
 - 20+ stakeholders in attendance
 - Presentations and updates including data shares, updates from coalitions, and a special presentation from Telescope Health on the Healthlink Jax program
 - Concluded with a summary of CCA's most recent SWOT/gap analysis
- (2) Gateway Community Services - Mobile MAT Unit - Treatment
 - Date: August 11, 2025
 - Location: Mental Health Resource Center (11820 Beach Blvd, 32246) parking lot - Unit is stationed here every Monday
 - Met with the Director of Outpatient Medical Services and Peer Specialist
 - Discussed new schedule, partnership with MHRC, referrals, intake process, scheduling, benefits of the unit for patients, barriers and challenges, and more
 - Observed patients checking in and toured the unit in between appointments
- (3) Gateway Community Services - Project Independence - Recovery Support
 - Date: August 20, 2025
 - Location: Alumni House (900 Bridier Street, 32206)
 - Met with Director and Manager of Women's and Children's Services
 - Testimony from program participants

- First Step Camp
 - Financial independence initiatives: bank accounts, items for job interviews, certifications for employment
- (4) Gateway Community Services - Project Save Lives: Hospital Bridge - Recovery Support
 - Date: August 21, 2025
 - Location: Ascension St. Vincent's Emergency Care - Riverside (1 Shircliff Way, 32204) - One of six EDs where Project Save Lives staffs Peer Specialists
 - Toured part of the ED including the dedicated workstation for Peer Specialists and room available for Peers to speak with patients in private
 - Met with Senior Director of Clinical Operations and Lead Peer Specialist to discuss "language of the heart", enrollment, engagement, collaborations with the hospitals, challenges and barriers, partnerships, training, and more
- (5) Gateway Community Services - Project Save Lives: Housing - Treatment
 - Date: August 21, 2025
 - Location: Main Gateway Location (555 Stockton St, 32204)
 - Toured detox, residential, and administrative areas
 - Met with the Lead Campus Peer Specialist and the Lead Care Coordinator to discuss how the agency addresses the 8 Dimensions of Wellness for each patient while they are in residential (Emotional, Environmental, Physical, Intellectual, Occupational, Financial, Social, and Spiritual)
- (6) Gateway Community Services - Reduce the Stigma – Prevention
 - Date: August 23, 2025
 - Location: Jarboe Park (510 Florida Blvd, 32266)
 - Met with Community Engagement Specialist at the HereTomorrow ECHO fair
 - Observed interaction with community members of all ages
 - Discussed program's successes and barriers in community outreach
- (7) Hubbard House - RISE! Program - Prevention
 - Date: August 20, 2025
 - Location: Confidential
 - Toured the space including the crisis call center, shelter housing, administrative offices, and counseling offices
 - Met with the Chief Program Officer, Counselor, and Victim Advocate to discuss enrollment, engagement, barriers, referrals, and more
- (8) I.M. Sulzbacher Center for the Homeless - Substance Abuse Recovery Program - Recovery Support
 - Date: August 7, 2025
 - Location: 611 East Adams Street, 32202
 - Overview of OUD medication management

- Respite care
 - Group therapy
- (9) I.M. Sulzbacher Center for the Homeless - Substance Abuse Treatment Program - Treatment
 - Date: August 7, 2025
 - Location: 611 East Adams Street, 32202
 - Review of facilities including Behavioral Health, Primary Care, and Pharmacy
 - Observed new housing units
 - Client enrollment: Direct outreach and JFRD's CORE
- (10) Inspire to Rise - INSPIRED Youth Program - Prevention
 - Date: August 12, 2025
 - Location: 5297 Old Timuquana Road, 32210
 - Met with CEO and program management
 - New buildout of space to accommodate additional students
 - Transportation options
 - Improving and enhancing parental engagement for better outcomes
- (11) NAMI Jacksonville Florida - Connection Recovery Support - Prevention
 - Date: August 5, 2025
 - Location: 40 E Adams St, 32202
 - New partnerships with I.M. Sulzbacher Center, Rebel Recovery, Sophros Recovery, and Wekiva Springs
 - Agency noted increased number of volunteers signing up to facilitate groups who identify as having or having had co-occurring mental health disorders and substance use disorders
 - Agency reported reaching more youth and young adults with their programs in part via establishment of their Young Adult Advisory Council
- (12) Northeast Florida Healthy Start Coalition - Azalea Rose Project - Treatment
 - Date: August 8, 2025
 - Location: 157 E 8th St, 32206
 - Met with multiple staff including the CEO, Program Manager, Team Leader, Outreach Specialist, and two Peer Recovery Specialists
 - Discussed outreach and enrollment strategies, the intake process, client engagement, program objectives, and challenges and barriers
 - Toured the office and reviewed promotional materials
- (13) Operation New Hope - Ready4Work Recovery Support - Recovery Support
 - Date: July 25, 2025
 - Location: 1830 North Main Street, 32206
 - Met with VP of Compliance and Marketing and Communications Manager
 - Mental health services offered for up to one year following intake
 - Case management: Benefits and vital documents

- Workforce development: Requisite education and certifications, job interview skills and materials
- ETO system: Managing and protecting client information
- (14) Volunteers in Medicine Jacksonville - Forever Health: Primary Opioid Prevention for At-Risk Patients - Prevention
 - Date: August 13, 2025
 - Location: 3728 Philips Highway, 32207
 - Met with CEO and Grants and Communications Manager
 - Screening tools
 - Creative therapies: Art, equine, tai chi
 - Referral to SUD treatment facilities

VII. New Business

Mr. Nichols opened the floor for new business.

There was no new business.

VIII. Adjournment*

Ms. Smith put forth a motion to vote to adjourn the meeting. Ms. O'Neal seconded the motion. There was no discussion. The motion passed unanimously. The meeting was adjourned by Mr. Nichols at 3:21 PM.

**Dr. Jorandby and Dr. Tanner had to leave at approximately 3:00 PM, so this vote did not include them, but quorum was still met.*

Next Meeting Date - Monday, October 6, 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.