

OPIOID AND SUBSTANCE USE DISORDER (OSUD) GRANTS COMMITTEE

Meeting Minutes

October 6, 2025, 2:00 PM

City Hall, 1st Floor, Lynwood Roberts Room

Chair: Antonio Nichols

Vice-Chair: Sarah Smith (not present)

Secretary: Heather Rios

Committee Meeting Attendance. X = Attended	
X	Antonio Nichols - Chair
	Sarah Smith - Vice-Chair
X	Heather Rios - Secretary
	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
- 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 2:02 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 A. Zarou, Manager of Opioid Abatement, provided an update from their office covering the following:

- *Fiscal Year 2024-2025 Quarterly Progress Reports*
 - Final QPRs (QPRs for Q4 covering 7/1/25-9/30/25) are due to the Office of Opioid Abatement no later than 10/15/25.

- *Fiscal Year 2024-2025 Invoice Processing*
 - Next, Ms. Zarou 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 through September) - 100% processed and submitted for payment
 - Just over \$4 million in invoices were processed and submitted for payment, representing about 79% of the total 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. 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 (at today's meeting)
 - 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

IV. Public Comment

Mr. Nichols opened the floor to public comment. There were no public comments.

V. Vote: Meeting Minutes from September 22, 2025

Debbie O'Neal put forth a motion to vote to approve the meeting minutes from the September 22, 2025, meeting. Dr. John Tanner seconded the motion. There was no discussion. The motion passed unanimously.

VI. Vote: FY 25-26 Tentative Application Rankings and Funding Allocations

In preparation for the announcement and vote on the FY 25-26 tentative application rankings and funding allocations, Laura Viafora Ray, Program Coordinator of Opioid Abatement, shared the following information:

- The total program budget for the FY 25-26 OSPG Program is \$5,222,642.00 per the appropriation as authorized via Ordinance 2025-0510-E.
- As authorized by Ordinance 2025-0182-E, 34% of this budget (\$1,775,698.28) will be allocated to Prevention programs, 33% (\$1,723,471.86) will be allocated to Treatment programs, and 33% (\$1,723,471.86) will be allocated to Recovery Support programs.
- When determining rankings, tie scores were addressed as applicable according to the following procedure, adopted by the OSUD Grants Committee on December 4, 2023: *"In the event of tie average scores, the application with the highest individual score will be ranked higher. In the event that this also results in a tie, the application with the second highest individual score will be ranked higher, and so on until the tie is broken."*
- When determining rankings, the procedure for addressing outlier scores was applied as applicable. Per Sec. 84.306, *"Upon determining the average score for each application, the Manager of Opioid Abatement shall discard any individual application score that is 20 points more or less than such average score and recalculate the average score for said application based on the remaining scores."*
- Following the meeting, a detailed handout which shows all individual scores and clearly identifies tie scores and outliers will be sent to all applicants as well as the email distribution list.

Mr. Nichols announced the tentative rankings and tentative funding allocations for the Prevention funded category, Treatment funded category, and Recovery Support funded category, as summarized in the charts on the following three pages.

Prevention

Ranking	Average Score	Agency Name	Program Name	Request	Tentative Funding Amount
1	95.20	Boys' and Girls' Clubs of Northeast Florida	SMART Moves Duval: BGCNF's Comprehensive Youth Opioid Prevention Initiative with L.E.A.D.	\$349,977.00	\$349,977.00
2	93.20	Health Planning Council of Northeast Florida	Stories of Lived Experience (S.O.L.E.) - Breaking Stigma One Step at a Time	\$500,000.00	\$500,000.00
3	93.00	Volunteers In Medicine Jacksonville	Forever Health Opioid Prevention Program	\$342,829.74	\$342,829.74
4	92.80	Center For Children's Rights	Strengthening Community, Resiliency, and Mental Health Strategies to Prevent Opioid Use in Youth	\$150,542.39	\$150,542.39
5	92.80	Hubbard House	RISE! Program	\$286,873.55	\$286,873.55
6	92.60	NAMI Jacksonville Florida	Connection Recovery Support	\$207,537.04	\$145,475.60
7	92.40	Managed Access to Child Health	STOP Initiative (Strategies and Tools for Opioid Prevention)	\$187,950.00	\$0.00
8	91.20	Inspire To Rise	INSPIRED Youth Program	\$435,218.97	\$0.00
9	90.40	Gateway Community Services	Reduce the Stigma	\$300,000.00	\$0.00
10	89.60	Community Coalition Alliance	Duval's Approach to Reduce Opioid Overdose (DAROO) Prevention	\$471,929.50	\$0.00

Treatment

Ranking	Average Score	Agency Name	Program Name	Request	Tentative Funding Amount
1	94.40	I.M. Sulzbacher Center for the Homeless	Sulzbacher Substance Abuse Treatment Program	\$500,000.00	\$500,000.00
2	93.40	Gateway Community Services	PSL Housing	\$250,000.00	\$250,000.00
3	92.00	University of Florida Foundation	Thrive Together - Multidisciplinary Support for OUD Recovery at UF Health Jacksonville	\$499,999.72	\$499,999.72
4	89.60	Fresh Ministries	FreshMinistries Outpatient Expansion Initiative	\$350,000.00	\$350,000.00
5	87.60	United Way of Northeast Florida	Possible Always	\$500,000.00	\$123,472.14
6	87.40	Northeast Florida Healthy Start Coalition	Azalea Rose Project	\$416,873.72	\$0.00
7	80.50	Metro Treatment of Florida	MAT IOP	\$500,000.00	\$0.00

Recovery Support

Ranking	Average Score	Agency Name	Program Name	Request	Tentative Funding Amount
1	95.25	Operation New Hope	Ready 4 Work	<i>\$460,847.51</i>	\$460,847.51
2	94.25	I.M. Sulzbacher Center for the Homeless	Sulzbacher Substance Abuse Recovery Program	<i>\$500,000.00</i>	\$500,000.00
3	93.50	Gateway Community Services	PSL Hospital	<i>\$500,000.00</i>	\$500,000.00
4	93.33	Fresh Ministries	FreshMinistries Outpatient Recovery Expansion Initiative	<i>\$100,000.00</i>	\$100,000.00
5	88.25	The City Rescue Mission	LifeBuilders Residential Addiction Recovery	<i>\$500,000.00</i>	\$162,624.35
6	78.75	Community Coalition Alliance	Duval's Approach to Reduce Opioid Overdose (DAROO) Recovery	<i>\$454,539.20</i>	\$0.00
7	77.00	Project Save Lives	Partial Fleet Replacement/Expansion Program	<i>\$20,700.00</i>	\$0.00

Prior to holding the vote to approve the tentative rankings and tentative funding allocations in the Prevention category, Mr. Nichols stated that they would abstain from the vote out of an abundance of caution due to a pending determination of conflict of interest with an agency in this funded category under the advisement of the Office of Ethics. Quorum was still met. Ms. O'Neal put forth a motion to vote to approve the tentative rankings and tentative funding allocations in the Prevention category. Nancy St. Claire seconded the motion. There was no discussion. The motion passed unanimously with one abstention.

Heather Rios put forth a motion to vote to approve the tentative rankings and tentative funding allocations in the Treatment category. Dr. Tanner seconded the motion. There was no discussion. The motion passed unanimously.

Ms. O'Neal put forth a motion to vote to approve the tentative rankings and tentative funding allocations in the Recovery Support category. Ms. St. Claire seconded the motion. There was no discussion. The motion passed unanimously.

VII. Next Steps

Ms. Zarou explained the next steps, summarized as follows:

- *Appeals*
 - Appeals Timeline
 - Appeals period: October 6 - October 13
 - Appeals must be submitted by 4:00 p.m. on October 13
 - Tentative OSPG Appeals Board Meeting: October 16, 2025, at 11:00 AM
 - Appeals Procedure
 - Notice of Appeal shall be addressed to the Manager of Opioid Abatement (Madelaine Zarou, mazarou@coj.net) and must:
 - Identify one or more of the stated reasons in Section 84.309(c) of Chapter 84 for the appeal and include any supporting documentation or information evidencing the same;
 - State the timeliness of the appeal; and
 - State the amount of the requesting agency's application grant request and the OSUD Grants Committee's tentative funding allocation
 - Appealable Matters
 - Mathematical errors contained on the application score sheet or tentative funding allocation spreadsheet;
 - An error by the application scorer in deducting points from a requesting agency's application score for not including a required application item or attachment that was included in the requesting agency's application submittal and such error

was determinative in the requesting agency's inability to receive a funding allocation;

- A minor irregularity in the application contents or requirements which (i) is not prohibited under Section 84.305; (ii) adversely impacts a requesting agency's eligibility or application score and ranking; and (iii) will not result in an unfair competitive advantage to the requesting agency if such irregularity is waived;
- An error made by the Manager of Opioid Abatement in the eligibility determination or disqualification of a requesting agency's application from consideration pursuant to Sections 84.304 and 84.305, respectively; and
- A determination made by the Manager of Opioid Abatement that a requesting agency is deemed ineligible or disqualified due to such agency being on the Council Auditor's Chapter 118 noncompliance list.

Following the meeting, eligible applicant agencies will receive all individual scoresheets for review.

- *Tentatively Awarded Agencies*
 - Tentatively awarded agencies will have until October 14 to submit amended program budgets, as applicable, for inclusion in the OSPG Agreement.
 - Office of Opioid Abatement staff will work with tentatively awarded agencies to finalize Quarterly Progress Report templates for inclusion in the OSPG Agreement.

VIII. New Business

Mr. Nichols opened the floor for new business. There was no new business.

IX. Adjournment

Dr. Tanner put forth a motion to vote to adjourn the meeting. Ms. Rios seconded the motion. There was no discussion. The motion passed unanimously. The meeting was adjourned by Mr. Nichols at 2:23 PM.

Next Meeting Date - Monday, October 20, 2025, at 2:00 PM

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.

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

Signature: _____

Date: _____