

OPIOID AND SUBSTANCE USE DISORDER (OSUD) GRANTS COMMITTEE

Meeting Minutes

December 8, 2025, 2:00 PM

City Hall, 1st Floor, Lynwood Roberts Room

Chair: Antonio Nichols

Vice-Chair: Sarah Smith

Secretary: Heather Rios

| Committee Meeting Attendance | |
|-------------------------------------|-------------------------------------|
| Present | Dr. Antonio Nichols - Chair |
| Present | Sarah Smith - Vice-Chair |
| Present | Heather Rios - Secretary |
| Present (By Telephone) | Dr. Lantie Jorandby - Member |
| Present | Debbie O’Neal - Member |
| Present | Nancy St. Claire - Member |
| Present | Dr. John Tanner - Member |

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
- Daren Anderson, 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 Dr. Antonio Nichols, Chair.

II. Vote: Remote Participation by Dr. Jorandby

Dr. Nichols noted that Dr. Jorandby requested to participate in the meeting via telephone because they were out of town. Section 6.4 of the OSUD Grants Committee Bylaws states: *“Consistent with Florida laws governing local governmental entities, if a physical quorum of the Committee has been met at a meeting, members may participate by telephone, including voting on matters, provided the reason for the member’s physical absence is due to an extraordinary circumstance such as illness, out-of-town trips, an emergency situation or other comparable circumstances.”*

Sarah Smith, Vice-Chair, put forth a motion to vote to approve Dr. Jorandby's participation in the meeting via telephone. Dr. Tanner seconded the motion. There was no discussion. The motion passed unanimously.

III. Welcome and Introductions

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

IV. 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 to 9/30/25) were due to the Office of Opioid Abatement on 10/15/25. All QPRs have been reviewed and approved by the Office of Opioid Abatement.

- *Fiscal Year 2024-2025 Invoice Processing*
 - 100% of invoices 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.
 - This information had been shared at the meeting on October 6th and October 30th, so this was simply a reminder for committee members and members of the public who were not in attendance at those meetings.
 - A detailed chart was shared during this section of the update which can be requested by emailing opiodabatment@coj.net.

- *Audits*
 - For agencies with fiscal year end June 30, their audits were due on 10/28/2025. The Office of Opioid Abatement reviews the section(s) of the audit pertaining to OSPG Awards and submits any findings to the Council Auditor's Office prior to their full review. Legislation was enacted (2025-812-E) on November 18th to address the OMB delay as a result of the federal government shutdown for applicable agencies. The Council Auditor's Office will be sending out a memo to provide further guidance to agencies eligible for the extension.

- *Awardee Training Workshops*
 - Two workshops were held the week of November 17th via Microsoft Teams for FY 25-26 awarded agencies to receive information regarding the OSPG agreements, programmatic reporting, financial reporting, and other applicable topics.

- *Fiscal Year 2025-2026 Contracts and Purchase Orders (POs)*

- 15 out of 16 POs have been drafted by Procurement.
- Three contracts are awaiting agency signature, and 13 contracts have been signed by the agency and are awaiting full execution by the City of Jacksonville.
- Although invoices cannot be submitted for payment until the agreements are fully executed and the POs are finalized, the Office of Opioid Abatement has invited agencies to submit their October invoices for review so that they can be submitted as soon as possible.

Councilmember Salem asked what happens to the unspent funds from fiscal year 2024-2025. Ms. Zarou answered by explaining that those funds are returned to the opioid settlement proceeds special revenue fund. The funds are not returned to the general ledger, and they do not roll over into the next fiscal year OSPG Program budget.

Ms. Smith asked if the Awardee Training Workshops are mandatory. Ms. Zarou answered by stating that at least one representative from awarded agencies needed to attend, but that their office strongly encouraged agencies to have multiple staff attend, particularly those involved in program reporting and financial reporting.

V. Presentation: Data Update

Laura Viafora Ray, Program Coordinator - Opioid Abatement, provided a data update, summarized as follows:

- Jacksonville Fire and Rescue Department Data
 - The measure “# of Suspected Opioid-Related (O-R) Overdose (OD) Patients” is down 30% from January to October 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. There was a decrease for the third month in a row in October (96) compared to September (106), August (112), and July (128).
 - Two detailed graphs as well as data definitions were shared during this section of the update which can be requested by emailing opioidabatement@coj.net.
- State Data - comparing Duval, Hillsborough, and Orange Counties across four indicators/measures:
 - Drug Overdose Annual Age-Adjusted Death Rate (per 100,000 persons)
 - Duval, like Orange County and Florida, peaked in 2021; whereas Hillsborough peaked in 2022.
 - All counties, plus the state, saw a decrease in this measure from 2023 to 2024, but Duval’s decrease was the largest at 35.4%.

- Opioid Overdose Annual Age-Adjusted Death Rate (per 100,000 persons)
 - Duval peaked for this measure earlier, in 2020, and saw decreases beginning in 2021, whereas Orange County and Florida peaked in 2021 and Hillsborough peaked in 2022.
 - All counties, plus the state, saw a decrease in this measure from 2023 to 2024, but Duval's decrease was the largest at 41.6%.
- Opioid-Involved Non-fatal Overdose Emergency Department Visits (Count)
 - Duval peaked for this measure earlier, in 2020, and saw decreases beginning in 2021, whereas Orange County and Hillsborough peaked in 2021.
 - All counties saw a decrease in this measure from 2023 to 2024. Orange County's decrease was the greatest.
- Opioid-Involved Non-fatal Hospitalizations (Count)
 - Duval peaked for this measure in 2022.
 - All counties saw a decrease in this measure from 2023 to 2024. Hillsborough County's decrease was the greatest.
- Detailed graphs and charts as well as data definitions were shared during this section of the update which can be requested by emailing opioidabatement@coj.net.

VI. Presentation: OSPG Program Data Fiscal Year 2024-2025

Next, Ms. Viafora Ray shared that the Office of Opioid Abatement had extracted information from the QPRs for Q4 to compile a summary report with key highlights of program activities as well as demographic data of program participants for all awarded programs in FY24-25.

They explained that demographic data (zip code of residence, race, and gender) of unduplicated program participants/clients/patients was compiled and analyzed 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. Ms. Viafora Ray shared that the data seemed to indicate that the populations that funded programs were reaching were mostly aligned with the JFRD data, suggesting that programs were reaching target populations.

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.

VII. Public Comment

Dr. Nichols opened the floor to public comment. There were no public comments. A comment card had been filled out, but the individual who filled it out left the meeting prior to public comment. The comment card is on file.

VIII. Vote: Meeting Minutes from October 30, 2025

Debbie O’Neal put forth a motion to vote to approve the meeting minutes from the October 30, 2025, meeting. Health Rios, Secretary, seconded the motion. There was no discussion. The motion passed unanimously.

IX. Vote: Budget Change Request

The following Fiscal Year 2025-2026 OSPG Program awardees presented budget changes for consideration by the committee:

- Northeast Florida Healthy Start Coalition - Azalea Rose Project - Prevention
 - Faye Johnson, CEO, presented the budget change request.
 - The budget change request was necessary because this program was partially funded due to its ranking.
 - There were no questions from committee members. Ms. Rios put forth a motion to vote to approve the budget change request. Dr. Tanner seconded the motion. There was no discussion. The motion passed unanimously.

Supporting documentation for the budget change request described above (completed “Budget Change Request Template” describing each line-item change request) were submitted to committee members for review ahead of the meeting. These documents are available upon request by emailing opioidabatement@coj.net.

X. New Business

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

XI. Adjournment

Ms. Smith put forth a motion to vote to adjourn the meeting. Dr. Tanner seconded the motion. There was no discussion. The motion passed unanimously. The meeting was adjourned by Dr. Nichols at 2:24 PM.

Meeting recording available upon request. Email opioidabatement@coj.net.

Next Meeting Date - Monday, January 26, 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: _____