

**Opioid Abatement Funding Advisory Board
Pinellas County
November 14, 2023 Meeting Minutes**

The Opioid Abatement Funding Advisory Board met in regular session at 8:08 AM on this date in the Palm Room at the Pinellas County Communications Building, 333 Chestnut Street, Clearwater, Florida.

Present

Chief Ian Womack, Chair, City of St. Petersburg Fire Rescue
Dr. Ulyee Choe, Vice-Chair, Florida Department of Health in Pinellas County Director
Kathleen Beckman, City of Clearwater Councilmember
Sandra Bradbury, City of Pinellas Park Mayor (late arrival)
Kathleen Peters, County Commissioner (late arrival)

Others Present

Dr. Joshua Barnett, Behavioral Health Data Scientist
Sara Gordils, Human Services Planning Section Manager
Krista McIlhaney-Isaacs, Health Services Section Manager
Abigail Stanton, Human Services Contracts Director
Karen Yatchum, Human Services Director
Cody Ward, Assistant County Attorney
Tammy Burgess, Board Reporter
Other interested individuals

WELCOME AND CALL TO ORDER

Chair Womack called the meeting to order at 8:08 AM and welcomed those in attendance.

MINUTES APPROVAL

Dr. Choe made a motion to approve the meeting minutes of September 20, 2023. The motion was seconded by Ms. Beckman and carried unanimously.

Commissioner Peters arrived at 8:09 AM.

STATE GUIDANCE AND REQUIREMENTS

Syringe Exchange

Ms. Gordils related that staff received additional guidance from the State related to syringe exchange programs, capital expenditures, and reporting metrics; that the State is deferring to the counties and cities to determine whether the Board's funding is county or city funds; and that fentanyl test strips are now allowed under State Statute. In response to queries by the members, Attorney Ward indicated that the County ordinance still bans the use of fentanyl test strips; that staff is working on amending the ordinance language; that the State Statute does not allow for the use of County funds for syringe exchange; and that the funding from the Board is considered County funds; whereupon, Ms. Yatchum provided additional input and Ms. Gordils commented on the next program solicitation timeline.

Capital Expenditures

Ms. Gordils indicated that the State guidance on capital expenditures is consistent with most government use; that the capital throughout its life be used for the intended purpose; and that disposal be documented. In response to queries by the members, Ms. Gordils provided input regarding approved uses of capital funds and the application process, noting that the program applications will have a separate capital funding section, and discussion ensued.

During discussion, Commissioner Peters and Chair Womack indicated that they would support having match dollars for capital requests as an option in the application review process.

Reporting

Ms. Gordils discussed the reporting requirements, noting that the State is still working on establishing reporting requirements and performance measures; and that the current reporting requirements are very basic and similar to what would be reported to the Department of Children and Families.

Mayor Bradbury arrived at 8:33 AM.

Discussion ensued regarding performance metrics wherein Chair Womack commented on the importance of having a shared data set and an accountability process for the performance outcome measures; whereupon, Dr. Barnett and Ms. McIlhanev-Isaacs provided input regarding the county's preparedness and ability to track performance outcomes and develop an optimal data set.

Ms. Yatchum provided input regarding the Statewide Council call and the three phases being rolled out and indicated that Human Services directors across the state meet every few months to share best practices amongst other counties.

In response to a query by Dr. Choe, Ms. Gordils related that there is standard language in all the County's agreements that data or reports will be submitted in the form deemed appropriate by the County; whereupon, she indicated that an additional meeting can be held to have a broader discussion on the proposed solicitation, and discussion ensued.

Ms. Gordils related that while syringe exchange programs are listed as an approved use, it is not allowable per Florida Statute; that capital expenditures which align with approved opioid abatement uses are permissible and in the solicitation incentivizing match; and that staff will begin to develop a basis performance dataset; whereupon, Commissioner Peters made a motion to that effect. The motion was seconded by Ms. Beckman and discussion ensued. Upon Chair Womack's call for the vote, the motion carried unanimously.

SOLICITATION RANK AND REVIEW DISCUSSION

Ms. Gordils provided basic instructions for the rank and review process and referring to a scoring rubric, the members provided their comments on the applicants. During the rank and review process, Dr. Barnett and Ms. McIlhane-Isaacs provided input regarding the ranking criteria and best practices for the order of data collection.

During discussion and in response to comments and a query by Commissioner Peters, Ms. McIlhane-Isaacs indicated that discerning the number of overdose deaths by tourists or visitors to the county has not been tracked and is difficult to do; and that the Medical Examiner's office may have some information, but that various circumstances make it difficult to identify the residence of the individuals; whereupon, Commissioner Peters expressed concern with the potential for another data system platform.

The meeting was recessed at 9:50 AM and reconvened at 10:18 AM

Referring to the scoring rubric, Ms. Gordils explained the rank and review process and the scoring breakdown; whereupon, the members provided input on the scoring for the applicants and Dr. Barnett provided input regarding the criteria for ranking and descriptors of the qualifications being sought.

Lengthy discussion ensued regarding the ranking of the applications wherein Mayor Bradbury expressed concern regarding the scoring format being utilized compared to the process she used to initially prepared her rankings.

Discussion ensued regarding oral presentations from the applicants, the timeline for the next solicitation, possibly deferring the scoring process until the December meeting, and how the ranking process should be done; whereupon, Ms. Gordils agreed to provide the Board with her scoring rubric to assist with the scoring process and indicated that the two meeting dates set aside in December could be used to do the rank and review.

Ms. Beckman related that she is up for re-election in March 2024 and in response to her query, Ms. Gordils indicated that in the event Ms. Beckman is not re-elected, her alternate could take her place on the Board; whereupon, Commissioner Peters suggested that the alternate attend the December meetings to observe the scoring process.

Thereupon, Commissioner Peters made a motion to defer the scoring process, review the program matrix, and confirm a timeline for the program solicitation until the December 5 meeting. The motion was seconded by Dr. Choe and carried unanimously.

NEXT STEPS – NONE.

ADJOURNMENT

Upon motion by Dr. Choe, which was seconded by Commissioner Peters and carried unanimously, the meeting was adjourned at 11:33 AM.