

**Opioid Abatement Funding Advisory Board
Pinellas County
July 8, 2025 Meeting Minutes**

The Opioid Abatement Funding Advisory Board (OAFAB) met in regular session at 2:01 PM on this date in the Palm Room at the Pinellas County Communications Building, 333 Chestnut Street, Clearwater, Florida.

Present

Lindsay Judah, Chair, City of St. Petersburg Fire Rescue
Dr. Ulyee Choe, Co-Chair, Florida Department of Health in Pinellas County Director
Ricky Butler, City of Pinellas Park Councilman
Kathleen Peters, County Commissioner
Lina Teixeira, City of Clearwater Councilmember

Others Present

Gloria Coffey, Human Services Planning Section Manager
Sara Gordils, Human Services Contracts Section Manager
Cody Ward, Assistant County Attorney
Ashley Pabilonia, Board Reporter, Deputy Clerk
Other interested individuals

All documents provided to the Clerk's Office have been filed and made a part of the record.

WELCOME AND CALL TO ORDER

Chair Judah called the meeting to order at 2:01 PM; whereupon, she confirmed the presence of a quorum and welcomed those in attendance.

MINUTES APPROVAL

Upon Chair Judah's call for a motion to approve the minutes, Dr. Choe made a motion, which was seconded by Ms. Teixeira and carried unanimously.

PUBLIC COMMENT

In a response to a query by Chair Judah, Ms. Coffey confirmed that there is no public comment.

OPIOID TASK FORCE – DATA REVIEW

Pinellas County Opioid Task Force (OTF) Chair Marianne Dean indicated that overdose deaths are currently declining; that Florida is leading the nation with a 32% decline in deaths; and that the OTF is working to acquire Pinellas County-specific data from the Medical Examiner's office; whereupon, she noted that the OTF is monitoring current and upcoming trends.

Ms. Dean indicated that the OTF is also trying to raise awareness regarding substances such as kratom that can be legally obtained over the counter and are not necessarily regulated by the U.S. Food and Drug Administration or the U.S. Department of Agriculture; that individuals may be depending more on these substances since prescription drugs and fentanyl are now more difficult to acquire; and that the OTF will be looking into prevention measures.

BYLAWS UPDATE

Hybrid Meetings and Virtual Attendance

Ms. Coffey indicated that the agenda packet should include a copy of the proposed update to the bylaws; and that the purpose of the update is to add language related to hybrid and virtual attendance; whereupon, she related that a quorum of the members will still be required; that at least three members must participate in votes or actions by the Board; and that at least two members will need to be physically present if there is one member participating virtually.

Ms. Teixeira indicated that Clearwater City Councilmembers will be in Japan during the OAFAB's next meeting on August 1; whereupon, she queried as to whether the meeting could be rescheduled. Responding to comments and queries by the members, Ms. Gordils provided details regarding challenges associated with rescheduling the meeting and the anticipated number of oral presentations.

Following brief discussion regarding the members' availability and alternative meeting dates, the Board agreed to reschedule the meeting in favor of a full day meeting on August 12.

Upon Chair Judah's call for discussion regarding the proposed update to the bylaws and the option for virtual attendance, Commissioner Peters made a motion to approve the changes to the bylaws. The motion was seconded by Ms. Teixeira and carried unanimously.

BOARD MEMBER APPOINTMENTS

City of Pinellas Park – EMS Chief Andrew Hughes, New Alternate

Chair Judah indicated that the City of Pinellas Park is appointing EMS Chief Andrew Hughes as an alternate; and that he is in attendance at today's meeting.

DISCUSSION – CONFLICT AND RECUSAL

Attorney Ward provided brief comments regarding conflicts of interest and indicated that the members should be as transparent as possible, inform staff immediately, and recuse themselves from voting if their agency, or an agency that they represent in their private lives, is planning to submit an application for funding; and that the members will still be able to participate and vote as other applications are discussed.

SCORING REVIEW

Referring to a PowerPoint presentation, Ms. Coffey provided an overview of the process for scoring and ranking proposals and indicated that the first round will consist of consensus scoring; that the second round will consist of oral presentations and a question and answer session for the highest scoring applications; and that, following deliberation by the members, the scores from rounds one and two will be added together, at which point the Board may recommend that the County directly negotiate with up to three applicants. She related that, as part of an optional third round, the Board may also recommend an invitational Request for Proposals (RFP) to include the top-ranked applications; whereupon, she noted that all recommended proposals are subject to negotiation and approval by the Board of County Commissioners.

Ms. Gordils provided additional details regarding the scoring process and the option for the Board to recommend an RFP; whereupon, responding to comments and queries by Dr. Choe, Ms. Gordils, with input from Ms. Coffey, provided brief comments related to the scoring rubric.

NEXT STEPS

Ms. Coffey summarized the roles of Ms. Dean and Human Services staff and briefly discussed the types of information they can provide when responding to queries by the members.

In response to comments and queries by Ms. Teixeira, Ms. Gordils provided clarifying information regarding the total funding cap, the number of contracts that can be negotiated, and the potential for awarded applicants to work together.

**NEXT SCHEDULED MEETING – APPLICATION REVIEW COMMITTEE MEETING –
AUGUST 1, 2025**

Ms. Gordils confirmed that the August 1 meeting is canceled and has been rescheduled for a full day on August 12; and that the meeting location will be determined at a later date.

ADJOURNMENT

Chair Judah made a motion to adjourn the meeting, which was seconded by Dr. Choe and carried unanimously; whereupon, the meeting was adjourned at 2:30 PM.