

Tennessee Opioid Abatement Council Meeting

Date	August 22, 2023
Time	12:00pm-3:00pm CT
Location	Franklin City Hall Boardroom, 109 Third Ave. Franklin, TN 37064, and Microsoft Teams

Council Members Present in Person: Stephen Loyd, Mike Flynn, Clay Jackson, Thomas Farmer, Karen Pershing, Charme Allen, Brian Buuck, Casey Cox, Wayne Wykoff, Timothy Fournet, Shayne Sexton, Ken Moore, Lisa Tipton

Council Members Present via Microsoft Teams: Stephanie Vanterpool, Armando Fontes

Guests in Person:

Guest Attending via Microsoft Teams: El Morton, Katie May, Julia Pearce, Kristina Peters, Brenna Dotson, Elizabeth Aulsebrook, Jeellen Smith, Mari Garner, David Berry, Leah May Dennen, Brittany Harleston, Jill Brown-Silvey, Anna Gamino, Sean Shea, Trenton Canada, Jeremy Kourvelas, Kate Hull, Jessica Freytag, Linda Drager, Tina Mitchell, Sara Hawkins, Mary James, Danielle Beck, Holly Kirby, Hannah Hinkle, Tom Forrester, Laura Brown, Amanda Bracht, McKenzie Snyder, Ron Dunn, Sascha Henderson, Jane Hamrick, Christian Denney, Steve Harden, Anne Bratton Martinez, Arias Diego, Don Johnson, Laura Durham, Michelle Garcia, Sharon McDaniel, Wendy Boles, Alicia Zuidema Dorothy Green, Brand Newland, Trey Moore, Palmer Davis, Deanna Wood, Lottie Ryans, Shay Smith, Summer Dooley, Jill R., Max Nevins, Breanna Dotson, Jerry Vagnier, Holly Kirby, Greg Keeling, Justin Beights (Turning Point), Melissa Sells, Libby Thurman, Paula Shoup, Ginger Storrar (TCCN), Jarod (ASAP of Anderson), Bridges to Recovery, Lyn Noland, Holly Kirby, Tobey Griffin, Mary Linden, Summer Dooley, Dr. Wayne Smith, McKenzie Snyder, April Clark (Mid-Cumberland HRA), Jennifer Muise-Hill

Staff: Mary Shelton, Ella Reding, Elizabeth Rickman-Vaden, Matthew Parriott

Presenter	Topic	Discussion
S. Loyd	Welcome, Introductions & Council Roll Call	<p>The meeting was called to order and S. Loyd welcomed guests, presenters, and members.</p> <p>S. Loyd called for a moment of silence for Tennessee families who suffered from addiction and/or Opioid Use Disorder (OUD).</p> <p>S. Loyd invited each Council member to introduce themselves.</p> <p>M. Shelton conducted roll call for attendance of Council members.</p>
S. Loyd	Our Why	<p>S. Loyd shared the story of Juliana Sarmiento, who was 17 years old when she lost her life due to an overdose.</p>

		S. Loyd noted that because of stories like Juliana’s the Council is in place to setup a system of care that prevents this from happening.
S. Loyd	Town Halls	<p>S. Loyd noted that the Council hosted three Town Hall meetings at the end of July 2023 in Murfreesboro, Cleveland, and Dyersburg and had approximately 110 attendees.</p> <p>The goal was to target individuals with lived experiences.</p> <p>He informed the attendees about the Announcement of Funding (AOF) and details of the where the funding came from and how it is being distributed.</p>
S. Loyd	Review & Approval of Meeting Minutes Motion & Council Vote	<p>S. Loyd requested for the Council to approve the following meeting minutes:</p> <ul style="list-style-type: none"> ➤ June 23, 2023 <p>K. Moore made a motion for approval. T. Fournet seconded the motion.</p> <p>Motion carried.</p>
M. Shelton	Fiscal Update	<p>M. Shelton updated the Council on the June Opioid Abatement Trust Fund Statement:</p> <ul style="list-style-type: none"> ➤ \$78,871,342.86 Net Cash Available <p>C. Jackson requested for a quarterly standing be provided at the next Council meeting.</p>
M. Shelton	Announcement of Funding (AOF) for Community Grants	<p>M. Shelton advised that the Announcement of Funding was posted on July 17th that included the following information:</p> <ul style="list-style-type: none"> ➤ Directions, instructions, legal aspects, contract information ➤ Timeline and the application so that potential Proposers could begin reviewing the application and preparing their responses. <p>M. Shelton noted that Proposers were asked to submit Intents to Apply and any questions to be returned by July 31st.</p>

		<p>M. Shelton noted that 36 questions related to the AOF.</p>
<p>M. Shelton</p>	<p>Frequently Asked Questions (FAQ's): Capital Projects & FQHC's and Free & Charitable Clinics</p> <p>Motion & Council Vote</p>	<p>Frequently Asked Questions were posted on August 15th.</p> <p>Revised FAQs will post on August 23rd.</p> <p>M. Shelton requested guidance from the Council on the two questions below that were received:</p> <p>1) May we submit proposal for capital projects including purchasing of real estate, infrastructure, buildings, or renovation of buildings with the intent for use of opioid abatement services found in Attachment A of the Announcement of Funding?</p> <p>2) May a Federal Qualified Health Center (FQHC) or a Free and Charitable Clinic provide treatment services with funds from the Community Grant as these agencies are not required to be licensed by TDMHSAS or TDOH?</p> <p>Capital Projects:</p> <p>L. Tipton recommended that the Grantee enter a covenant for a set amount of years based on the amount funded and agree that they will use the house for that purpose for the set amount of years in the covenant.</p> <p>B. Buuck added an additional recommendation that if the Grantee defaulted or did not honor the agreement, they should be liable to return the latter portion of funding.</p> <p>S. Loyd asked if this language already existed.</p> <p>M. Shelton advised that the Director of Contracts with the Department of Mental Health shared this language with her, but she was advised to see if the Council can come into a covenant with the potential Proposer.</p>

		<p>M. Shelton noted that if the Council is wanting to receive applications for capital projects, she would suggest they vote for this with the expectation that in the next meeting to discuss options for the contract.</p> <p>She informed the Council that we do not have contracts but would use the template for the Department of Mental Health and Substance Abuse Services.</p> <p>S. Vanterpool voiced her concern about the lag time from distribution of funds to recognition of results.</p> <p>S. Vanterpool reminded the Council of the goal of getting treatment to Tennesseans as efficiently as possible.</p> <p>She noted that there does not need to be a two-year run time on a grant that treatment is not taking place for until two years later.</p> <p>K. Moore noted that there needs to be a contract in place for accountability.</p> <p>T. Fournet cautioned going into any capital projects for building or renovation during the initial funding.</p> <p>C. Jackson questioned the fall-back mechanism. He also asked what the Council's statutory and/or regulatory authority to receive an injunction if they remain on the agreement.</p> <p>He noted if we had an independent Council he would feel more comfortable.</p> <p>L. Tipton recommended adding another list of requirements if Proposers are seeking a capital bill project or renovations such as builder in place, city codes, staff and demonstrated ability of similar project.</p>
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	<p>C. Jackson recommended having potential Proposers show a track record for a two-to-four-year period for previous projects.</p> <p>S. Vanterpool noted that capital expenses are not for housing alone. It can be used for expanding existing facilities to provide clinical care or educational services.</p> <p>S. Sexton noted that there still needs to be guidance on the legislation if an issue arises.</p> <p>S. Loyd asked if the OAC wished to fund capital projects with Opioid Abatement Trust Funds.</p> <p>K. Moore made a motion that the capital expenditure will be up to 8% for this year and will be reviewed on an ongoing basis in accordance with legislation.</p> <p>C. Jackson seconded the motion.</p> <p>Motion carried.</p> <p>FQHC's and Free & Charitable Clinics:</p> <p>M. Shelton noted that the vast majority, if not all of them are a member of a Tennessee Association so there is documentation that can be requested.</p> <p>Although there may not be a license, there is documentation that shows the designation.</p> <p>L. Tipton asked who defines treatment and wanted to ensure this is considered as well.</p> <p>S. Vanterpool noted that in addition to treatment there are other abatement strategies that these free clinics could potentially offer such as education or naloxone distribution.</p> <p>She further noted that the Council be reminded that these clinics also provide services that may be outside of treatment that would benefit from</p>
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		<p>abatement funds and did not want them to be excluded completely.</p> <p>T. Farmer made a motion to say yes to providing funding or accepting funding requests for FQHC's and free charitable clinics.</p> <p>K. Moore seconded the motion.</p> <p>Motion carried.</p>
M. Shelton	Announcement of Funding (AOF) Updates	<p>M. Shelton updated the Council on the number of expected applications as seen below:</p> <ul style="list-style-type: none"> ➤ 209 agencies sent in Intents to Apply ➤ 426 applications submitted. <p>M. Shelton also updated the Council on the expected applications by strategy that were sent in via the Intent to Apply</p>
M. Shelton	Proposed Application Review and Scoring	<p>M. Shelton discussed the reviewing and scoring plan of each application as follows:</p> <ul style="list-style-type: none"> ➤ Grants Analyst and designated OAC Office Staff will read, review and summarize application ➤ If issues, application will be reviewed by Grants Program Director and Executive Director ➤ List of applicants will be sent out to OAC members <p>Application Review by OAC Office Staff:</p> <ul style="list-style-type: none"> ➤ Reviews will be conducted by Grants Analyst, Grants Program Director, and Executive Director ➤ Review applications for completion, eligibility, and remediation ➤ Documents and links ➤ Request additional information or edits from Proposers ➤ Completes summary for OAC Scorer to review

		<p>Application Scoring:</p> <ul style="list-style-type: none"> ➤ OAC Deputy Director will score all applications ➤ OAC Grants Analyst will score all applications ➤ OAC members will score all applications ➤ Scoring and reviewing timeline is three months <p>Discussion & Decision-OAC Member Scoring:</p> <ul style="list-style-type: none"> ➤ OAC members are assigned a batch of applications based on their experience and knowledge and review and score their assigned applications <p>S. Loyd requested a motion to approve.</p> <p>Motion was made.</p> <p>T. Fournet seconded.</p> <p>Motion carried.</p> <p>Discussion & Decision-Subcommittee Review:</p> <ul style="list-style-type: none"> ➤ After applications are scored, the OAC members assigned to each strategy will meet in subcommittee to make any notes that the OAC will need for final review and approval of each application. <p>K. Moore made motion to approve.</p> <p>B. Buuck seconded.</p> <p>S. Loyd advised that subcommittees will be created based on experience by him and M. Shelton. They will then bring findings to the Council for approval.</p> <p>Motion carried.</p> <p>Discussion & Decision-Review & Scoring of Conflict of Interest:</p> <ul style="list-style-type: none"> ➤ If an application is submitted by an agency associated with an OAC member which may present as a conflict of
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<p>S. Loyd M. Shelton</p>	<p>Opioid Abatement Council Position Discussion</p> <p>Motion & Council Vote</p>	<p>S. Loyd discussed that there was never a motion or second made to approve requested positions.</p> <p>S. Loyd stated a correction that there was a motion and approval at the May 24, 2023 meeting (on page 12 in the minutes) to approve all requested positions, except for the 2 Grants Analyst positions.</p> <p>The Council discussed whether to use a state position or contracted position.</p> <p>S. Loyd mentioned having an emergency meeting to discuss further.</p> <p>K. Moore made a motion that the decision be left up to the Executive Director, M. Shelton.</p> <p>W. Wykoff made an amendment to the motion that the Council have an emergency meeting and that M. Shelton will give her recommendation.</p> <p>S. Loyd advised that T. Farmer will provide his experience and pricing of outside contractors.</p> <p>K. Moore confirmed that this was an acceptable amendment.</p> <p>Motion was seconded.</p> <p>Motion carried.</p>

E. Rickman-Vaden	Portal Training for OAC Members	<p>E. Rickman-Vaden discussed the training schedule for Council members as follows:</p> <ul style="list-style-type: none"> ➤ Individual 1-hour sessions via Microsoft Teams ➤ Training timeline is tentatively set for September 11th-September 29th ➤ Council members will understand their roles, how to navigate within the Portal, reviewing and scoring of applications
M. Shelton	Community Grants: Contracting	<p>Posted Timeframes in the AOF:</p> <ul style="list-style-type: none"> ➤ Portal opens Sept. 1 ➤ Portal closes Oct. 9 ➤ OAC will announce accepted proposals Apr.-May 2024 ➤ Contracts effective date to be determined <p>Proposed Reviewing, Scoring and Contracting Timeline:</p> <ul style="list-style-type: none"> ➤ Late September/Early October-Training OAC members ➤ Sept.1- Portal opens ➤ Oct. 2- 4th in-person meeting for 2023; no reviewing or scoring of applications ➤ Oct. 9-portal closes ➤ Oct. 10- assigning applications to OAC Office staff & OAC members for scoring ➤ Jan. 8th all scoring is complete ➤ Feb.2024-meet to review scoring and vote on approvals ➤ April-May, 2024- OAC Office and TDMHSAS will begin preparing contracts ➤ TBD-Contracts Go-Live and 1st payment begins
M. Shelton	Community Grants Payment Cycle Motion & Council Vote	<p>Community Grant Payment Cycle</p> <ul style="list-style-type: none"> ➤ Proposed payment cycle for the Community Grants is quarterly ➤ Payments do not require invoicing ➤ Grantee is required to submit semi-annual reports and participate in fiscal monitoring from TDMHSAS

