

Opioid Settlement Advisory Committee

Date: 7/21/2025

Location and Time: Via Microsoft Teams 10 – noon

Present: Kelly Dougherty, Caroline Butler, Liz McLoughlin, Jess Kirby, Deb Wright, Ruth Hardy, Monica Hutt, Eric Maguire, Madeline Motta, Stacey Sigmon

Absent: Kristin Atwood, Shawn Burke, Michael Doenges, Heather Stein, MD

Meeting Facilitator and Note Taker: Kelly Dougherty, Sarah Gregorek

Agenda Item	Discussion	Next Steps
Advisory Committee members' terms decision Kelly Dougherty	<p>Per the Committee's request at the April 2025 meeting, the Department made a suggestion about which members should serve initial 3-year terms and which should serve 4-year terms. See below:</p> <p>3-Year Terms (expire August 2025)</p> <ul style="list-style-type: none"> • Member appointed by Vermont Association of Mental Health and Addiction Recovery • Members appointed by Vermont League of Cities and Towns (7 members) <p>4-Year Terms (expire August 2026)</p> <ul style="list-style-type: none"> • Member appointed by Howard Center's Safe Recovery Program • Member of the House of Representatives appointed by the Vermont Speaker of the House • Member of the Senate appointed by the Vermont Senate Committee on Committees • Member appointed by the Blueprint for Health • University of Vermont representative • Member appointed by the Vermont Association of County Judges <p>Senator Hardy made a motion to approve the terms as suggested by the Department, Representative Maguire seconded the motion, and it passed unanimously.</p>	

<p>Feedback on written procedures for committee, 18 VSA 4772(f)(3) Lauren Layman</p>	<p>The OSAC is supposed to have written procedures according to 18 VSA 4772(f)(3) “The Advisory Committee shall adopt procedures to govern its proceedings and organization, including voting procedures and how the staggered term shall be apportioned among members.”</p> <p>There were some questions/comments about the written procedures:</p> <p>Q - Is there a requirement to record these meetings? A - An advisory committee is not required to record the meeting, but this Committee does record each meeting for transparency and recordings are available upon request for up to one year.</p> <p>Q - Can we include the name and affiliation of public members within the minutes and set clear expectations for when the public can participate in this meeting? A - Yes, the Committee can include that information to set expectations. The procedures will be amended to reflect this.</p> <p>Q - There is an apparent inconsistency regarding when voting on funding proposals can occur outside of a noticed meeting. A - When reviewing the initial funding proposals, the Committee does not need to do an online straw poll within a meeting as long as the records of those votes are available for public review and the Committee does not take action based on those votes. For final votes that reflect action taken by the Committee votes, the vote must take place in a noticed meeting. The procedures state that the vote would be approved by a majority of members present at the meeting, which would have to be at least a quorum (7). The procedures will be updated to make it clearer.</p>	<p>The written procedures will be updated reflecting the feedback received during the meeting and the procedures will be resent for a final review and possible vote at the August meeting.</p>
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	<p>Proposal that the Committee post the meeting recordings on the web site along with the minutes to give the public a fuller understanding of the meeting.</p> <p>Response: Disagreements that the Committee should post the meeting recordings because members of the public may see this as a barrier to join the meeting and speak freely.</p> <p>Proposal that the Committee add into the procedures that the committee members have input on agenda items and change the language from “the Committee” to “the Department” will post the meeting agenda at least 48 hours before the meeting. The procedures will be updated to reflect those changes.</p> <p>Response: The Committee can ask members at each meeting and one week prior to a meeting if they have agenda items for the next meeting.</p>	
<p>Division of Substance Abuse Program Overview</p> <p>Emily Trutor</p>	<p>Emily gave a comprehensive overview of the programs under the Division of Substance Use Programs, how they're funded, and what they fund, so that the committee can have a greater understanding of what is already happening when they make decisions about use of opioid settlement funding.</p>	<p>Refer to the PowerPoint titled <i>OSAC DSU Budget Overview Presentation</i></p>
<p>Review FY 2027 Proposal for Funding Application – Kelly Dougherty</p>	<p>Kelly reviewed last year's funding application and process and suggested the following changes for the Committees feedback:</p> <ul style="list-style-type: none"> • Is there any desire upon the committee to prioritize projects that are one time funding versus ongoing? The Committee has a lot of ongoing obligations already in the fund, such as outreach workers and contingency management. • Suggestion for new questions: Have you received opioid settlement funding previously and if so, is this application for the same project? And what was the name of that project? • Describe the need for ongoing funding for that project. 	<p>See updated FY 2027 Proposal for Funding Application. We will vote on this application at the August meeting.</p>

	<p>Would this be a new initiative or is it an existing initiative funded with non-opioid settlement dollars? If it's existing, how is it currently funded?</p> <p>And then again, a narrative. Describe your proposal for the use of opioid settlement funds.</p> <p>Are the services you are proposing to provide covered by Medicaid and/or other third-party payers?</p> <p>We want to understand if they are proposing to provide outpatient treatment for substance use disorder, should we really be funding that with opioid settlement dollars or should we be exploring whether they could be billing Medicaid for that?</p> <p>And if they say yes, then describe the rationale for applying for opioid settlement funds for that activity.</p> <p>Liz McLoughlin</p> <p>I have a couple of suggestions. When I prepare a response to a request for proposal in my profession, it's always helpful for the applicant to see what the priorities are for the selection criteria and include that in the application. Also suggest asking for the applicant to include their corporate identity (i.e. 501C3 certification), provide letter(s) of recommendation and get a sign off from the town or governing body that agrees that the project works well in their community.</p> <p>Kelly Dougherty</p> <p>When we're issuing an RFP from the department, we do include those priority areas. I think the difference with this is that I would look to the committee to define what the priorities are. Secondly, as far as a sign off by the town, some entities apply for funds for statewide or county-level initiatives so that might get a little tricky.</p>	
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	<p>Representative Maguire:</p> <p>We need to take into consideration that this fund is not infinite, meaning it will hit a point within several years down the line that there may not be enough within the fund to cover the legislative requirements of the things that are consistently funded. I think we should stay focused on making applicants aware that this is a one-time funding opportunity now.</p> <p>If an application has applied and received opioid funding, it's important that they provide the committee with the outcomes of their efforts. In H.218, we implemented under section C that all grant agreements associated with funds appropriated pursuant to this section shall require a report of outcomes.</p> <p>Kelly Dougherty</p> <p>When these funds are appropriated through our grant agreements, they do include outcome measures. So any grantee, whether it's from the opioid settlement funds or from federal funds or other funds, it is built into the grant. I think it is important to highlight it in the application so that folks know that we're going to be looking for that.</p> <p>Senator Hardy:</p> <p>I agree we should include a more standardized budget and outcomes of the way you standardize outcomes and goals.</p> <p>I don't think we should be asking about the municipal or town approval. Not only</p> <p>are most of the things we fund not specific to one town, most of them are across multiple towns. I think it would be complicated and there is no requirement in the legislation. federal guidelines or settlement guidelines that there be municipal approval. That would be contrary to the law, and I don't think we should be requiring it.</p> <p>Judge Motta</p>	
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	<p>I second requiring outcome data, especially for those agencies or organizations that are coming back for more funds, and we should get annual reports. Also, we should know about the general health of the organization altogether, some are going to be really struggling, and will they be able to hire staff?</p> <p>Kelly Dougherty The grants do require reporting sometimes quarterly, sometimes twice per year.</p> <p>Emily Trutor I have staff who are pulling all the performance measures for the opioid funding that has been awarded to date. We will share that data with you at the next meeting.</p> <p>Kelly Dougherty Would you like to see any changes in the process? For those who weren't part of last year's process, just a quick review:</p> <p>After the preliminary application, committee members voted on which applications they wanted to move forward for further consideration. We asked those applicants to provide a detailed budget and to present their proposal in more detail at a committee meeting, so that committee members could ask questions. Then there was a final vote based on that subset of applications, I welcome recommendations from the committee on changes to last year's process.</p> <p>Deb Wright We go through the same issue every year regarding redundancy of use of funds and requests for funds in the same area. Do we have any way to</p>	
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	<p>measure that like a graph or chart that we can use when the applications come in?</p> <p>Kelly Dougherty We could certainly summarize the applications that come in and do a sort by geography and proposal so that we could see where areas of overlap are and we can include prior proposals/activities that are continuing to be funded.</p>	
Suggested Agenda item for August meeting	<p>Representative Maguire Can we hear about the 2026 funding status and which organizations have received their money?</p>	
Public Comment	<p>Ed Baker</p> <ul style="list-style-type: none"> • On August 27th from 4:00 to 6:00 PM in City Hall Park in Burlington is the annual Overdose Awareness Day. Please attend if you're available. • In 2023, the leading causes of death among Vermonters age 50 and below was accidental drug overdose and suicide, so the committee should focus the funds on the people who are most risk of death. • Asked the committee to invite people who are actively using to hear their voices. • Asked us to add VSA 313 executive sessions within the policies and procedure document and separate harm reduction on the funding application so it is its own category. <p>Robbie Bush I'm a retired police chief here in Vermont and I'm working with a company called Z School. We're rolling out a training program for police and 1st responders. It's officer or first responder operational readiness and provides tools for the police, EMS and Fire to use, i.e., naloxone deployment, crisis intervention, emergency de-escalation, as well as referrals to medication assisted treatment centers. We will be submitting a funding proposal for this activity, and I wanted to introduce myself to the committee.</p>	
Next Meeting	August 18, 2025 10 - noon	