

Meeting of the OSAC Finance/Compliance Subcommittee
Thursday April 20, 2023 Microsoft Teams
Teams Virtual meeting
1:00pm

ATTENDANCE

Members present: Liz Fitzgerald, Christine Gagnon, Judy Dowd, Kimberly Grove
Members absent: Representative Toni Walker, Mayor Lisa Marotta,
Visitors/Presenters: Christopher McClure, Maureen Goff, Katie Ramos
Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Katie Ramos, DMHAS Facilitator welcomed all in attendance	Noted
Purpose	Katie Ramos reviewed the purpose of this subcommittee with all in attendance	Noted
Structure	Katie Ramos, reviewed the structure, roles and responsibilities of members	Noted
Review volunteer list/nominations	Katie Ramos, reviewed the volunteer list, Representative Toni Walker nominated self to chair, no objections by subcommittee members	Approved
Committee comment/discussion	<p>Katie Ramos reviewed flow chart Process Subcommittee was working on. Explained to the group this was a working draft and revisions were being made. Explained the role of finance/compliance subcommittee within the flow chart. Judy Dowd questioned if we know how much money we have received, what will come in and a timeframe.</p> <p>Chris McClure reviewed the anticipated settlement amounts, explained with Maureen Goff that the amounts are not linear, there is no specific time frame and awareness of when and how much will be coming in. reviewed at present time about \$60 million has been received.</p> <p>Chris McClure also proposed to committee that outside counsel may be necessary to assist with analysis and determination of what is allowable and non-allowable uses of the fund dollars.</p> <p>Judy Dowd questioned if there was a national company that other states use that specialize in providing counsel for this fund.</p> <p>Kim Grove questioned if it is known what the cost would be to have outside counsel.</p> <p>Chris McClure explained that we don't have knowledge of this but participate in a bi-weekly call with other states that are managing the Opioid Settlement Funds Boards/Committees and can inquire.</p> <p>Katie Ramos, I will reach out to the members to see if anyone has any suggestions/recommendations and report back to this group</p>	Informational

Other Business	Next meeting will be Monday June 12, 2023, via Teams Chris McClure will work on providing a spreadsheet for the next meeting to reflect the money coming in each year, known amounts, what is anticipated for the FY.	

NEXT MEETING – Monday June 12, 2023 1:00pm-2:30pm, Microsoft Teams Virtual meeting

ADJOURNMENT – April 20, 2023, meeting adjourned at 2:04 pm

Meeting of the OSAC Finance/Compliance Subcommittee

Monday June 12th, 2023

Microsoft Teams

Teams Virtual meeting

1:00pm

ATTENDANCE

Members present: Liz Fitzgerald, Christine Gagnon, Judy Dowd, Kimberly Grove, Mayor Lisa Marotta

Members absent: Representative Toni Walker

Visitors/Presenters: Christopher McClure, Maureen Goff, Katie Ramos

Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Katie Ramos, welcomed all in attendance	Noted
Review and approve minutes	Committee approved minutes, Kim Grove made motion to approve, Christine Gagnon 2 nd .	Noted
Review settlements/Committee discussion	Revised process was reviewed, discussed OSAC voting during the July meeting. Committee questioned if recommendations would be coming into OPM individually and thought they would be a plan to have more than one presented to the Secretary. Clarification provided that every item that is presented to the committee won't go to OPM but after the recommendations go through the steps in the process the final recommendations would then go for approval. Committee discussed having a plan to ensure the committee is aware of what is going to be spent per year, the impact per year and how much the committee can vote to spend. Chris provided clarification that the recommendations will move through these subcommittees and will have a timeline and cost. Discussed having a plan to determine projected spending i.e., this year, the next year etc. Clarification provided pertaining to each recommendation will most likely require a new budget to be created, committee agreed. Discussed utilizing the revised CORE report with the identified priorities, it won't be first come first serve, the subcommittee will play a role in deciding how much to put into the various projects as we evaluate them. This committee will determine how it will be allocated. Discussed the recent legislation and the bill that passed to use funds for getting resources to local police departments and first responders for the use of Naloxone. Committee reviewed settlements and the projected amounts and years of payment schedules.	Informational

Topic	Discussion	Action
	Committee discussed adding an asterisk to indicate the settlements that are in bankruptcy to ensure the funds are not counted. Committee discussed projected timeframe for receiving recommendations and agreed to meet bi-monthly.	
Other Business	Next meeting will be Monday August 21, 2023, via Teams. Committee in agreement to meet bi-monthly at present time, will re-evaluate need to meet more frequently at next meeting.	

NEXT MEETING – Monday August 21, 2023, 1:00pm-2:30pm, Microsoft Teams Virtual meeting

ADJOURNMENT – June 20th, 2023, meeting adjourned at 2:19 pm

Meeting of the OSAC Finance/Compliance Subcommittee

Monday August 21st, 2023

Microsoft Teams

Teams Virtual meeting

1:00pm

ATTENDANCE

Members present: Representative Toni Walker Liz Fitzgerald, Christine Gagnon, Judy Dowd, Kimberly Grove, Tim Birch

Members absent: Mayor Lisa Marotta

Visitors/Presenters: Christopher McClure, Katie Ramos

Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Katie Ramos, welcomed all in attendance	Noted
Review and approve minutes	Committee approved minutes, Kim made a motion to approve, and Judy and Liz seconded. Minutes approved by all	Noted
Agenda	<p>Rep. Walker: reviewed the agenda, Katie will provide an update on the conference she attended. we will discuss the priorities for finance and discuss what we are expecting, and what we are thinking about when we talk about priorities with finance.</p> <p>Katie Provided update on conference, discussed the categories, harm reduction, prevention treatment and recovery supports, reported out on what some other states are doing in terms of designating percentages of their budgets to each bucket.</p> <p>Tim: Discussed having flexibility with allocating funds and not designating a specific percentage to each bucket as it will be difficult to predict what's going to be needed a year from now or six months from now.</p>	Informational

Topic	Discussion	Action
	<p>Rep. Walker commented that it would be helpful to have a baseline on what the state/towns are spending. Discussed concerns with supplanting. Committee discussed having some guidance for municipalities and oversight.</p> <p>Kim: For continual funding, for different towns and municipalities, are we going to be looking at some sort of reporting for them to report to OSAC.</p> <p>Chris: Provided clarification that the parties to the settlement are responsible for compliance, the state and this committee do not have oversight, we just ask for them to report and will post online.</p> <p>Committee had discussion surrounding municipalities 15% and discussion around what municipalities are spending.</p> <p>Katie provided an update to the committee regarding the municipalities reporting form and requirement for municipalities to report by Oct 1, the report will be posted on the OSAC website. Committee felt it was premature to assign percentages to each bucket, wants to have flexibility as needed as the recommendations are received, wants to identify what municipalities are already spending, what each received and what key priorities are identified in the draft CORE report.</p> <p>Committee discussed the draft CORE report and list of funding priorities.</p> <p>Rep Walker: This committee can look to figure out a way to be able to disperse these funds in a way that is a little bit timelier</p> <p>Committee suggested looking at how some of the other states have provided emergency funding, and if there is a way to adopt that process.</p> <p>Judy: Suggested looking at recommendations/contracts annually and concerned about obligating money too far because of the inconsistent amounts being received, we want to make sure we are not obligating more than we have for the future, we should be mindful of outcomes, and should have flexibility to do so.</p> <p>Committee will discuss municipality reports at next meeting.</p> <p>Christine: inquired about when the portal will open for public input- Katie reported out on public participation subcommittee guidelines and will present at the next OSAC.</p> <p>Katie provided update on the portal/link to receive public input and sample budget spreadsheet.</p>	

Topic	Discussion	Action
	Committee agreed to meet in October following the municipality reporting and OSAC meeting.	
Other Business	Next meeting will be Tuesday October 10 th , 2023, via Teams. Committee in agreement to meet bi-monthly at present time, will re-evaluate need to meet more frequently at next meeting.	

NEXT MEETING –_October 10th, 1:00pm-2:30pm, Microsoft Teams Virtual meeting

ADJOURNMENT – August 21st, 2023, meeting adjourned at 2:20pm

Meeting of the OSAC Finance/Compliance Subcommittee

Tuesday October 10th, 2023

Microsoft Teams

Teams Virtual meeting

1:00pm

ATTENDANCE

Members present: Representative Toni Walker, Judy Dowd, Kimberly Grove, Tim Birch, Mayor Lisa Marotta

Members absent: Liz Fitzgerald, Christine Gagnon

Visitors/Presenters: Christopher McClure, Katie Ramos, Maureen Goff

Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Rep. Walker called the meeting to order	Noted
Agenda	Katie reviewed the agenda, requested motion to approve the minutes	Noted
Review and approve minutes	Rep. Walker made motion to approve the minutes, Tim seconded, all in favor.	Informational
Committee Discussion	<p>Provided update on the municipality reports, discussed allowing for an extension to allow those towns that hadn't submitted by the Oct 1 deadline a chance to do so. Discussed the total as of today is 96, discussed the highlights from the reports submitted, many were working in collaboration with other towns and departments. Human Services, Police, Fire and EMS, and local health departments. Committee inquired if towns will be receiving a copy of the reporting spreadsheet and Katie confirmed once the final report is completed it will be posted to OSAC website. Chris discussed writing up an analysis for the report once finalized. Tim suggested sending to the municipalities directly in addition to publishing on the website. Committee commented that a substantial number of municipalities have not spent any of the funds.</p> <p>Rep. Walker suggested offering a zoom meeting for the towns to have someone talk to them about what they could be doing.</p>	

Topic	Discussion	Action
	<p>Chris reported that a meeting has been set up with DMHAS and CCM/COST on how we can collaborate.</p> <p>Rep. Walker commented that not every town has the support, resources, and expertise to do things like this and having collaboration or a meeting would be helpful for them, want them to be successful. Many ways that everyone can work together to develop different types of programs,</p> <p>Katie discussed the portal opening on Oct 17th and the referral subcommittee will be meeting about 2 weeks after the opening to review the recommendations received.</p> <p>Discussed needing to review the recommendations/priorities before determining the budget. Committee agreed. Reminded committee to review the CORE report and provide public comment as they see fit. Reviewed where to find the link on the website and public comment link closing on Nov. 12.</p> <p>Rep Walker discussed immediate funding opportunities “low hanging fruit”, Chris provided comment that the final CORE report does not hold up OSAC, the draft report has a list of priorities that OSAC can use when making the determination on recommendations. Chris also shared about the other subcommittees wanting to have a test case, discussed trialing harm reduction supplies to test the process. Discussed how these recommendations came from the treatment subcommittee and the process subcommittee agreed to move this forward.</p> <p>Tim: everybody on this committee is eager to get to the place where we are reviewing recommendations that have gone through the referral subcommittee and doing the job of prioritizing and then figuring out the timing of funding.</p> <p>Rep. Walker: everyone is wondering when we are going to start distributing.</p> <p>Tim: agreed, the statutory creation of this body was terrific, then we had to work on getting the process and the mechanism to work.</p> <p>Lisa: hoping to work with our health district and out centralized health district which works with communities.</p>	
Other Business	Next meeting will be Monday November 20 th , 2023, via Teams. Committee in agreement to meet monthly now that public input link is opening	

NEXT MEETING –_November 20th, 1:00pm-2:30pm, Microsoft Teams Virtual meeting

ADJOURNMENT – October 10th, 2023, meeting adjourned at 2:00pm

Meeting of the OSAC Finance/Compliance Subcommittee

Monday November 13th, 2023

Microsoft Teams

Teams Virtual meeting

10:00am

ATTENDANCE

Members present: Representative Toni Walker, Judy Dowd, Kimberly Grove, Tim Birch Mayor, Liz Fitzgerald, Christine Gagnon

Members absent: Lisa Marotta

Visitors/Presenters: Christopher McClure, Katie Ramos, Maureen Goff

Recorder: Katie Ramos

Topic	Discussion	Action
Welcome & Introductions	Rep. Walker called the meeting to order	Noted
Review Recommendation	Katie reviewed the ADPC treatment subcommittee recommendation for Harm Reduction Supplies: Currently, CT's syringe service programs distribute harm reduction supplies to people who use drugs and have reported a shortage of supplies. This is a request to increase funding to existing programs to expand access to already available harm reduction kits by \$500,000 annually. This initial request is for two fiscal years for a total of \$1,000,000. The following link provides information about syringe exchange programs: CT-Syringe-Services-Program 8232023.pdf	Noted
Committee Discussion	Committee had discussion, Rep. Walker questioned data surrounding the CT Syringe Program, Judt questioned how the report would be written for the Secretary of the State. Committee all in favor of presenting the recommendation to OSAC for a vote on 11/14/23.	
Other Business	Next meeting will be Monday November 20 th , 2023, via Teams. Committee in agreement to meet monthly now that public input link is opening	

Topic	Discussion	Action

NEXT MEETING – November 20th, 1:00pm-2:30pm, Microsoft Teams Virtual meeting

ADJOURNMENT – November 13th, 2023, meeting adjourned at 10:18am

Meeting of the OSAC Finance/Compliance Subcommittee
Monday, November 20th, 2023
Microsoft Teams
Teams Virtual meeting
1:00pm

ATTENDANCE

Members present: Representative Toni Walker, Judy Dowd, Kimberly Grove, Tim Birch, Maureen Goff, Christine Gagnon

Members absent: Liz Fitzgerald, Mayor Lisa Marotta

Visitors/Presenters: Christopher McClure, Luiza Barnat

Recorder: Melanie Richard

Topic	Discussion	Action
Welcome & Introductions	Rep. Walker called the meeting to order	Noted
Review and approve minutes	Rep. Walker requested a motion to approve the minutes. Kimberly Grove made the motion to approve, Christine Gagnon seconded the motion.	Informational
Report Discussion	<p>Provided update on the municipality reports. They were given until November 17th to respond and at this time, 165 municipalities have reported, with 4 not having reported. Out of the 165 municipalities, 113 reported that they have not used the funds as of yet.</p> <p>Discussed what resources could be offered to municipalities to help them think about some of the options they could use the funds for, including using the RBHAO's that DMHAS has for distribution of the information. It was recommended to bring that to the Opioid Settlement Advisory Committee meeting in January to discuss. It was noted that the RBHAO's may already be in the process of disseminating the information, but Luiza Barnat is going to be follow up with Sarju Shah, Director of Prevention & Health Promotion Division, DMHAS.</p> <p>Other states have taken the settlement guidelines and circulated those along with the CORE report, but no definitive answer on a process or what works to communicate with the municipalities. We want to make sure that we are communicating well and openly, as well as marketing the informational sessions from the RBHAO's.</p> <p>The question of hiring an outside counsel (law firm, attorney in particular) to represent the OSAC in order to help with the guidelines was presented. DMHAS cannot advise / guide about what ideas for the funding may fall</p>	

Topic	Discussion	Action
	<p>under the guidelines, and neither can the Attorney General's office. These groups are happy to steer, but when towns are asking legal opinions on the funds, that's what we cannot advise them on.</p> <p>The report from the 165 towns will be ready to disseminate to this group in the next week and that may be able to aid us in getting some answers mid-December to help our towns. The towns are bound to the same settlement as the state, and are subject to the same restrictions no matter the amount of funding per town.</p> <p>Some states want to use the funds for law enforcement, but there are clear instructions on how the funds can be used for that, but they are permitted to be used for law enforcement. We would like to be able to educate as many towns as we can going forward, especially to make sure that the agreement is being adhered to by the municipalities.</p>	
Recommendation / Priority Discussion	<p>How do we make a determination on proposals once they go through the regular process of approval? How do we decide the priority on what gets funded right away and what doesn't? Is there a plan in place for this?</p> <p>It would be up to the subject matter experts like the Alcohol and Drug Policy Council, etc. to decide. The priorities should be those that are consistent with the CORE report. We would then take a look at the top recommendations from the ADPC sub-committees and prioritize them from there. At this time, there is no timeline to get the recommendations through that process, but note that it could take time if it were to involve a new provider instead of an existing provider, as it may need an RFP.</p>	
Next Steps	<p>The next steps are to:</p> <ol style="list-style-type: none"> 1. Look at how many recommendations we have. 2. Follow up on an attorney for the cities / municipalities to refer to with questions. 3. How are we going to receive the recommendations? 4. How are we going to establish priority distribution? 	
Adjournment	<p>Motion to adjourn the meeting was made by Rep. Walker. Judy Dowd motioned to adjourn, and Rep. Walker seconded the motion. Meeting was adjourned Monday, November 20th at 1:53 p.m.</p>	

NEXT MEETING –

ADJOURNMENT – November 20th, 2023, meeting adjourned 1:53 p.m.