



Washtenaw County Opioid Settlement Advisory Committee

January 5, 2026 3:00pm – 4:30pm

Hybrid; in person at the Washtenaw County Health Department (555 Towner St. Room 2123, Ypsilanti, MI 48198) and virtual via Microsoft Teams

MEETING MINUTES

Members Present: Pam Smith, Marv (Marvin) Gundy, Tom (Thomas) Harding, Angela Burchard, Mandy Debono, Gina Dahlem, Sheyonna Watson, Molly Welch Marahar, Katharine Abraham

Members Absent: Robert Colley, Phillis Engelbert, Chris Frank, Yvonne (Karen) Austin, Amanda Matusik, Commissioner Katie Scott

Others Present: Juan Marquez, Jimena Loveluck, Patty Krause, Akiva Thomas, Kara Manuel

Public Attendees: None

AGENDA

- I. Call to Order: 3:03pm
- II. Roll Call: 3:05pm
- III. Public Participation: None
- IV. Committee Response to Public Participation: N/A
- V. Approval of 10/31/25 Meeting Minutes (Action): 3:07pm
 - a. Motioned by Tom Harding, seconded by Pam Smith, none opposed, meeting minutes approved as written
- VI. Approval of Agenda (Action): 3:09pm
 - a. Motioned by Molly Welch Marahar, seconded by Tom Harding, none opposed, agenda approved as written
- VII. Discussion Items
 - a. Introductions: 3:10pm
 - i. OAC members and additional attendees introduced themselves with their name, role, where they live and/or work, and what brought them to this committee.
 - b. Opioid Settlement Advisory Committee Bylaws Review: 3:25pm
 - i. OAC members discussed the bylaws and any requested edits. OAC members agreed upon the following edits to the bylaws:
 1. Changing gendered pronouns (he/she) to a neutral pronoun (they)
 2. Adding a clarification that OAC members will advise the Board of Commissioners on the use of opioid settlement funds following the initial allocation
 3. Adding clarifying information about the minimum requirements for subcommittees, including the minimum number of subcommittee members, minimum number of OAC members to be included on subcommittees, and approval of subcommittee members by the overall OAC

4. Adding clarifying information in the “Order of Business” (Article VI, Section 4) that stipulates “agendas will be posted at least one week in advance of each meeting date with action items highlighted. Any action items that arise following the posting of the agenda will be voted upon at the following meeting”.
 5. Clarifying the requirements for “Quorum & Requirements for Action” (Article VI, Section 5) such that a majority of voting members appointed or serving constitutes a quorum, and that decisions made by the Committee will require a majority vote of members present at the meeting as opposed to previous language requiring a majority vote of all members appointed and serving.
- c. Approval of Opioid Settlement Advisory Committee Bylaws (Action Item): 4:01pm
 - i. Motioned by Pam Smith, seconded by Tom Harding, none opposed, bylaws approved as edited
 - d. Opioid Settlement Advisory Committee Officer [Chair & Vice-Chair] Discussion: 4:03pm
 - i. OAC members discussed the roles and requirements for the Chair & Vice-Chair in future meetings. WCHD staff provided clarification on these roles and requirements and requested that OAC members consider nominating themselves or other members for these roles by February 6.
 - e. Metrics Review & Discussion: 4:10pm
 - i. OAC members expressed concern that reporting on opioid settlement-funded activities should not be burdensome or overly time consuming for the funded organizations. Discussion of a survey or touch point with funded organizations to request feedback on potential burden of completing required reports.
 - ii. OAC members expressed desire for a survey of clients/participants in opioid settlement-funded projects to hear directly from the people affected about what’s happening in the funded activities and their experiences with the funded organizations.
 - iii. OAC members expressed concern that current draft public reporting metrics do not include a summary of qualitative data collected by the funded projects. OAC members discussed the importance of publicly sharing the impact of opioid settlement funding, especially as the public may not find as much value in the number-based metrics currently proposed for public reporting. WCHD staff will prepare additional draft metrics for consideration by the OAC in response to this feedback.
- VIII. Adjournment: 4:31pm