



Washtenaw County Opioid Settlement Advisory Committee

Monday, March 2, 2026 11:30am-1:00pm

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

MEETING MINUTES

Members Present: Robert Colley, Pam Smith, Gina Dahlem, Marv (Marvin) Gundy, Tom (Thomas) Harding, Chris Frank, Angela Burchard, Molly Welch Marahar, Katie (Katharine) Abraham

Members Absent: Mandy Debono, Sheyonna Watson, Commissioner Katie Scott

Others Present: Juan Marquez, Jimena Loveluck, Patty Krause, Jeff Belmont

Public Attendees: Kiki Bancroft

- I. Call to Order: 11:36am
- II. Roll Call: 11:37am
- III. Public Participation: 11:38am
 - a. Kiki Bancroft – proposed an overdose prevention pilot program targeting night life sites in Washtenaw County; shared that overdoses happen in unexpected places, so they are proposing a small pilot program placing Narcan in high-traffic areas to reduce the time between overdose and intervention. The pilot could evaluate feasibility, cost, and logistics of the program with the goal of using the opioid settlement funding to reduce harm and save lives.
- IV. Committee Response to Public Participation: 11:40am
 - a. Chris Frank thanked the public member for their comment; reflected that the County seems to be doing well in terms of Narcan availability, but the Committee is always happy to hear this sort of feedback.
 - b. Pam Smith asked if there is a map of Narcan locations anywhere; Jimena replied yes; Katie Abraham elaborated that the state of Michigan has a map of Narcan locations on their website, and they are working on updating the map to include freestanding Narcan resources.
 - c. Katie Abraham invited the public member to connect with the Committee to share more details about their proposal if they have any additional details in mind.
 - d. Tom Harding asked WCHD staff if they receive data on overdose locations; Juan Marquez replied yes, though WCHD has a partner organization that receives more detail about specific naloxone distribution sites. WCHD has incorporated EMS overdose response location data into overdose surveillance, but WCHD does not have or incorporate naloxone distribution data into surveillance efforts.

- e. Molly Welch Marahar asked about the availability of zip code-level data for surveillance efforts; Juan Marquez replied that yes, zip code-level data on opioid overdose deaths is available and shared via WCHD's annual opioid report.
 - f. Molly Welch Marahar mentioned that the OAC does not currently have funding available to support the request, but the Committee will be designing a process for emergency funding, so this overdose prevention pilot program could be considered there.
 - g. Katie Abraham asked if the overdose prevention pilot proposal shared was intended to be just for Washtenaw County or was intended for the full state; shared information about how to find meeting information and join meetings for the statewide Michigan Opioids Task Force if this idea for the overdose prevention pilot program was intended to be statewide (suggested they visit michigan.gov/opioids and follow links to the Task Force page).
- V. Approval of Agenda (Action): 11:47am
- a. Motioned by Molly Welch Marahar, seconded by Tom Harding, none opposed, agenda approved as written
- VI. Approval of 01/05/26 Meeting Minutes (Action): 11:47am
- a. Motioned by Pam Smith, seconded by Tom Harding, none opposed, meeting minutes approved as written
- VII. Discussion Item(s)
- a. Updates & Timeline: 11:49am
 - i. The OAC bylaws were approved by the Board of Commissioners on 2/4 and are now in effect. The final, clean version of the OAC bylaws will be sent following this meeting [*and are publicly available in the Board of Commissioners meeting materials from 2/4*].
 - b. Review of Officer [Chair & Vice-Chair] Nominations: 11:56am
 - i. Marv Gundy expressed concern that there is no way in the OAC bylaws to remove the Chair/Vice-Chair if the Committee is not pleased with their performance (e.g., if the Chair/Vice-Chair are not accurately representing the opinions of the broader Committee); would prefer if the OAC bylaws clarified what will happen if the OAC is unhappy with the Chair, suggested an outline for removal of Chair/Vice-Chair be added to the bylaws.
 - 1. Juan Marquez commented that the OAC could hold a special vote or special election as needed to remove a Chair/Vice-Chair because the bylaws don't prevent that sort of action; reflected that amending the bylaws would take more of the Committee's time and would take several months for final approval from the Board of Commissioners, though it is up to the Committee how they would like to move forward.
 - ii. Marv Gundy expressed that he does not agree with the Chair/Vice-Chair election process.
 - iii. Katie Abraham mentioned that the Chair is responsible for reporting to the Board of Commissioners and asked what that reporting would look like.

1. Jimena Loveluck replied that the Board has been very supportive so far and has not asked many questions. Generally, the process has been pretty smooth so far – the Board just wants to make sure the opioid settlement funds get out to the community and are responsive to the community needs identified in the assessment. By the time that the OAC would need to prepare an annual report or presentation to the Board of Commissioners, the Board will be able to see much of that information already on WCHD’s website as WCHD will be sharing reports/data to support transparency. Jimena also commented that there will be a lot of support available from WCHD staff for the officer positions (e.g., help setting the agenda and communicating with the OAC).
- c. Officer [Chair & Vice-Chair] Elections (Action): 12:11pm
 - i. Jimena Loveluck requested any in-person nominations for Chair and Vice-Chair; no new nominations were submitted.
 - ii. OAC elected Molly Welch Marahar to the Chair position by majority vote.
 1. Molly Welch Marahar was removed from the Vice-Chair ballot following election to Chair position.
 - iii. OAC elected Pam Smith to the Vice-Chair position by majority vote.
- d. Emergency Funding Discussion: 12:14pm
 - i. WCHD staff provided background information on available emergency funding [\$300,000 set aside by the Board of Commissioners on the same timeline as current opioid settlement-funded projects, lasting until September 2028; OAC can request more funding and/or an extension from the Board of Commissioners if needed]; shared that the Emergency Funding Subcommittee will be able to work off of a draft process developed by WCHD staff based on other jurisdictions’ emergency funding processes and guidance from the Board of Commissioners, though it’s entirely up to the OAC what they want to develop and approve for the emergency funding process.
 - ii. Those interested in participating in the Emergency Funding Subcommittee: Marv Gundy, Robert Colley, Angela Burchard, Katie Abraham, Molly Welch Marahar
 1. Decided first Subcommittee meeting will be on Wednesday, March 25 from 3-4pm as that time worked best for the interested members.
 - iii. Tom Harding asked if the emergency funding is only for the 9 organizations currently receiving opioid settlement funding or if anyone can apply.
 1. Juan Marquez replied that it will be up to the Committee and the process they develop, though the draft process currently has the emergency funding open to any organization as long as funding will be used to address an emergency and in alignment with Exhibit E.

- iv. Katie Abraham asked if the OAC will be designing the process and eligibility requirements or if eligibility has already been defined (i.e., what is an emergency).
 - 1. Juan Marquez replied yes, the OAC will design both the process for emergency funding and the eligibility requirements. The draft process has some language there, but the OAC is tasked with designing and finalizing the eligibility information as well as the overall process for distributing funds.
- e. Programmatic Reports Review & Discussion: 12:25pm
 - i. Suggestion to have phone conversations with grantees at least one per year via a half-hour meeting to get more in-depth information outside of quantitative reports to support impact reporting. Reflection that those conversations can hold more importance and depth than the quantitative information from the quarterly reports. WCHD staff shared that there is a section on the quarterly reports for organizations to describe challenges/successes but agreed that meetings would be helpful for gathering more information.
 - ii. Molly Welch Marahar asked whether the OAC/WCHD can change the quarterly reporting so that geographic information is easier to understand (currently organizations report the residence zip codes of clients or where the funded activities took place depending on what information they have available); request to edit reports so that organizations clearly state which type of geographic information they are reporting.
 - 1. OAC expressed interest in seeing a zip code map of overdose rates alongside a zip code map showing the reach of opioid settlement-funded programs.
 - a. OAC expressed interest in comparing those maps to identify 'weak' areas as priorities for future funding or areas where the OAC should solicit emergency funding applications.
 - iii. Marv Gundy asked whether OAC members can visit the funded agencies to learn more about their programs and see those programs from a hands-on perspective.
 - 1. Reflection that the quantitative reports don't mean much, need to see the work to understand what's going on.
 - 2. Expressed desire to hear from the clients of programs rather than hearing directly from the funded programs; group-up approach instead of top-down.
 - iv. WCHD staff reflected that the goal of planning a needs assessment for this summer will be to hear directly from clients and impacted individuals to identify areas of need.
 - 1. Molly Welch Marahar reflected that that was done for the previous needs assessment as well, but we only get perspectives from those who feel safe showing up.

- v. Gina Dahlem remembered that the Opioid Settlement Steering Committee had discussed an external evaluation via students or an external organization for opioid settlement-funded programs and asked what happened with that.
 - 1. OAC members and WCHD staff were unsure where that discussion had ended.
- vi. OAC discussion returned to conducting onsite visits for the funded programs as site visits are common requirements for other types of grant funding.
 - 1. WCHD staff agreed to discuss site visits during their next internal team check-in and follow up with the OAC.
- vii. OAC members remembered that individuals representing one of the funded programs attended the first OAC meeting and asked whether we could invite the funded organizations to the future OAC meetings to provide updates on their programs.
- f. Additional discussion: 12:52pm
 - i. Discussed next meeting date for OAC (April 6)
 - ii. Discussed location for future meetings as the current meeting room is not large enough for public attendees alongside the full OAC. WCHD staff agreed and will look into using the LRC [Learning Resource Center] for future meetings.
- VIII. Adjournment: 12:59pm
 - a. Motioned by Molly Welch Marahar, seconded by Katie Abraham, none opposed, meeting adjourned at 12:59pm.