

**New Hampshire Opioid Abatement Advisory Commission  
Regular Meeting  
Department of Justice, 1 Granite Place South, Concord, NH  
October 21, 2024 at 1:00 p.m.**

**Attending In-person:**

Senator Cindy <b>Rosenwald</b>	Commission Chair
Bobbie <b>Bagley</b>	Governor Appointed, City with 75k+
James <b>Boffetti</b>	Attorney General's Designee
Elizabeth <b>Dragon</b>	Governor Appointed, City with <75k
Traci <b>Fowler</b>	NH Charitable Foundation
Helen <b>Hanks</b>	Commissioner, Department of Corrections
Jason <b>Henry</b>	Governor Appointed, County Corrections Superintendent
Kathryn <b>Kindopp</b>	Governor Appointed, County Nursing Home Supervisor
Dave <b>Mara</b>	Governor's Designee
Rachel <b>Miller</b>	State Treasury
Bianca <b>Monroe</b>	Attorney General Appointed
Toni <b>Pappas</b>	Governor Appointed, County of +100k
Emily <b>Rice</b>	Governor's Commission on Alcohol & Other Drugs Appointed
Ellen <b>Riiska</b>	New Hampshire School Administrators Association Appointed
<b>Dr. Seddon Savage</b>	Governor's Commission on Alcohol & Other Drugs Appointed
Peter <b>Spanos</b>	Governor Appointed, County of <100k
Patrick <b>Tufts</b>	Chair of the Governor's Commission on Alcohol & Other Drugs

**Attending Virtually:**

Jennifer <b>Sabin</b>	DHHS Commissioner's Designee
James <b>Watkins</b>	Governor Appointed, Municipal Fire Chief

**Absent:**

Patricia <b>Conway</b>	Governor Appointed, County Attorney
David <b>Nagel MD</b>	Representative, NH House of Representatives
Kevin <b>Rourke</b>	Governor Appointed, Municipal Police Chief
<b>VACANT</b>	Governor Appointed, Town with <20k

## Welcome and Roll Call

- Senator Rosenwald opened the meeting at 1:00 p.m. with a roll call. Seventeen members were physically present and two members were participating virtually. A quorum<sup>1</sup> was established at that time.
- Approved reason for members attending virtually:
  - Jennifer Sabin: Medical condition of the Commissioner or of a member of the Commissioner's immediate family or household that require the Commissioner attend remotely.
  - James Watkins: The Commissioner's job responsibilities make it practically impossible for him/her to attend in person.
  - Related Documents: [Remote Meeting Participation Authorization](#)

## Adoption of Minutes of September 9, 2024

- A discussion among Commissioner members about edits needed for the content recorded under the section *Update on Settlements and Funds Distribution*, and it was noted a grammatical error capturing an unnecessary footnote.
- Motion: Commissioner Jason Henry motioned to adopt the meeting minutes with Commissioner Dave Mara seconded the motion.
- Outcome: Commission members voted 18 in favor of adopting minutes with edits, 0 opposed, and 1 abstained.
- Commissioner James Watkins abstained from voting because he was not present at the meeting for the minutes being voted for adoption.
- Related Documents: [September 09, 2024, OAC Meeting Minutes](#)

## Open to Public Comment

- From Harbor Care, Cheryle Pacapelli introduced herself as the Project Director for Peer Recovery Support Services and addressed the Commission:
  - Harbor Care is the Facilitating Organization (FO) for the contracts with the Recovery Community Organizations (RCOs).
  - Reported that the turnaround time of receiving funds is about 6-7 weeks, with the RCOs providing invoices within days for their reimbursement.
- From Harbor Care, Jenn Lessard introduced herself and also addressed the Commission:
  - Reported that it was requested they change their indirect rate of 10% to a federal negotiated rate during the middle of their contract, which is causing a large burden for their administration.
  - Reported that this was also causing delays for RCOs to receive reimbursement, with the need for detailed documentation and their examination leading to further delays.
- From Archways, Michelle Lennon introduced herself as its Executive Director and addressed the Commission:
  - Engages in cost reimbursement contracts with the state, expressing that it is a burden to wait more than the standard 30-60 days for reimbursement.

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<sup>1</sup> Eleven members constitutes a quorum pursuant to RSA 126-A: 85, IV.

- Reported waiting from October 2023 to March 2024 for reimbursement, which made payroll challenging, though these monies are beneficial for establishing new programs such as youth-focused programs as well as training of staff.
- Stated that opioid abatement funding has aided in many services as start-up capital and for workforce development as well as to expand existing projects and programs.
- Reported that they were funded for half of the amount they were approved for, as a result of a shared error, and was able to utilize Building Communities of Recovery (BCOR) funding to bridge the expense difference.
- From SOS Recovery, John Burns introduced himself as its Executive Director and addressed the Commission:
  - Expressed frustration over the challenges with finance and reimbursement in State Fiscal Year (SFY) 2025.
  - Stated that he was informed in SFY2023 that funds could be moved around after the initial budget was in place even with 0-dollars allocated within line items, and this carried into SFY2024, but then in SFY2025 the 0-dollar line items were no longer allowable or an option.
  - Expressed his displeasure in it taking months for invoices from July and August to be paid, with the invoice template not being made available until sometime in August and the invoice for July just being paid last week [week of October 14th] in the amount of about \$25,000.
  - “The procedures seem to continuously change and when mistakes are made, I pay the price.” Fear there is more scrutiny if you challenge DHHS, and then he was audited.
  - Audit only showed timecard signs and allocation amounts, stating that his CPA provided all needed information and has suggested legal counsel.
  - All these contribute to stressors on cost-reimbursement, and expressed that the Commission should consider moving their contracts over to the Department of Justice (DOJ) because he feels they do not ever have these issues.
- From the Department of Safety were State Police Officers representing the “No Safe Experience” Campaign:
  - Related documents sent to Commission members prior to the meeting (see below)



DOS - Request to  
Opioid Abatement Co



NSE Digital  
Marketing Insights Ap



NSE\_Summary- April  
- September Summar

- The documents provided outline the program summary from the Department of Safety, along with a digital marketing insights report from the recently completed “No Safe Experience” campaign.
- The Department of Safety is requesting \$964,500.00 in Opioid Abatement funds, which would be used to continue this campaign over a 2-year period.
- This campaign focuses on youth in middle school up to young people in their early 20s, emphasizing individuals who have had an adverse experience.
- The Department of Safety feels that sharing personal stories of lived experiences at schools and in other group settings is a highly effective delivery method for the “No Safe Experience” message.
- There is interest in expanding the campaign further through social media messaging and platforms as well as promoting its website, for instance in 6 months there were 18

million impressions on social media and the websites hosting the “No Safe Experience” campaign.

- Created within the Department of Safety, the NH Governor recommended that the State Police be the face of the campaign intended to raise awareness that perceived prescription pills obtained without a prescription could be laced with Fentanyl and could lead to unintended/accidental overdoses.
- American Rescue Plan Act (ARPA) funding in the amount of \$467,000 had been previously awarded for a one year time period to support this campaign.
- Senator Rosenwald requested that they return for the next meeting to discuss a funding proposal in continuing the “No Safe Experience” campaign.

### **Update on RFP for Facilitating Organization (FO)**

- The draft of the Request For Proposals (RFP) for Facilitating Organization (FO) was presented by Commissioner Jennifer Sabin (see below).



rfp-2025-dbh-07-co  
mmu draft 10.16.24 c

- Kyra Leonard, Director of Finance within the Division for Behavioral Health, was in attendance to assist in clarifying questions related to the financial section within this RFP.
  - Finance sought clarity around the \$5 million per year with the 4 years renewal, for which Commission members explained that they would like the contract to have the option to amend and extend if they decide to increase time and/or add money based on the successfulness of what gets funded.
  - Presently the contract for the FO will be approved for 1 year at a time, after 1 year would apply for an extension for up to 4 years.
  - It was asked “Why does the Commission have to encumber all the funds now if they might not use them?” and “Would a conversation with DHHS be beneficial to address contract concerns?”
  - Other questions were focused on state’s history of funding and managing contracts with a Facilitating Organization (FO) as the contractor.
  - As currently written, the RFP makes it uncertainty as to what kind of entities might apply to be the Facilitating Organization (FO) for this RFP.
  - The Commission is looking for communication from the State when changes are made, prior to reading them within a contract.
  - The Finance Director explained that it is the practice of the State to hold the monies aside, treating it as a purchase order and reimbursing against the set aside monies.
  - The Commission decided to have Commissioners Dave Mara, Patrick Tufts, and James Boffetti meet with the CFO of DHHS before the next Commission meeting to discuss how to move forward with the RFP.

### **Update on State Opioid Response (SOR) Grants**

- Commissioner Jennifer Sabin shared that SOR 4, on the federal grant cycle, started at the end of September with an anticipation of \$29 million over the next 3 years.
- This ensures continued funding for the Doorways.
  - Access and availability of medications for Substance Use Disorders (SUD).
  - Harm reduction supplies such as Opioid Overdose Reversal Medication (OORM).

- Continuing access of flexible need and housing funds, eliminates financial barriers.
- Supports room and board subsidies as well as Recovery Incentive programming.
- Partnership with the Department of Corrections as well as a continued partnership with UNH Technical Assistance.
- Workforce Readiness Programs and Vocational Training Peer Recovery Support Specialist.
- Messaging and marketing campaigns promoting Strong As Granite with adaptations for other cultures/languages, Spanish being the first planned adaptation.
- Searching for a transportation vendor.
- New focus is being placed on populations between the ages of 16 to 25.
- Questions and Inquiries
  - What funding has been designated specifically around children who have been affected by SUD, such as expanding the offerings of Kinship Navigation Program.
  - Discussion around after business-hours assistance and/or 24/7 support.

### **Grantee Reports from First Round**

- Agenda item postponed until the next meeting.

### **Ideas for Major Projects/Gaps and Endowment**

- Agenda item postponed until the next meeting.

### **Update on Settlements and Funds Distribution**

- Commissioner James Boffetti stated no new funds have been received since the last meeting.
- Reminders will be sent to the counties that have not sent in their annual reports which are due on September 1st each year.

### **Update on New Position at DHHS**

- Commissioner Jennifer Sabin informed the Commission that the position had to be reposted as previous applicants did not quite fit what is needed for this role.

### **Other Business Discussed**

- Question posed around transparency of funding and how monies are utilized within the division, as well as how organizations/agencies can apply for funding opportunities.
- Commissioner James Boffetti requested a discussion on how items are posted onto the DHHS website and to add to the Opioid Abatement Commission webpage.

### **Date of Next Meeting and Discussion Topics**

- Next meeting will be 12/02/2024 at 1:00 p.m.
- Update on the Facilitating Organization (FO) RFP.
- Progress on the Commission Dashboard.
- Discuss contract renewals from first round and determine next steps.
- Deliberate over an Ad Hoc grant process.
- Explore ideas for major projects/gaps and endowment.
- Consider the funding proposal from the Department of Safety to continue the “No Safe Experience” campaign.

**Adjournment**

- At the call of the Chair, the meeting adjourned at 3:15 p.m.