



CITY OF DOVER, DELAWARE

MAYOR'S BLUE RIBBON OPIOID USE DISORDER (OUD)

TASKFORCE COMMITTEE MEETING

Thursday, January 29, 2026, at 6:00 PM

**Due to impending weather, this meeting is being moved from
Wednesday, January 28 to Thursday, January 29, 2026.**

City Hall Council Chambers, 15 Loockerman Plaza, Dover, Delaware

AGENDA

INVOCATION – Mr. Bernard Pratt

PLEDGE OF ALLEGIANCE – Honorable Eric L. Buckson

AGENDA ADDITIONS/DELETIONS

AGENDA ITEMS:

- 1. Approval of October and November's 2025 Meeting Minutes.**
- 2. Discussion Regarding Recommendation number 1 to the Mayor for Abatement of Opioid Use Disorder Settlement Funds in the Capital of Delaware.**

Proposed Recommendations for the Abatement of OUD in the Capital of Delaware:

1. Investment in Detox Treatment Center Infrastructure: Develop a state-of-the-art Detox Treatment Center that incorporates comprehensive wrap-around services. This facility should be staffed with specialized addiction therapists and social workers and utilize evidence-based therapeutic programs to address opioid use disorder (OUD) effectively.

Mr. Chris Devane - Detox Consultant

- 3. Discussion Regarding Recommendation number 6 to the Mayor for Abatement of Opioid Use Disorder Settlement Funds in the Capital of Delaware.**

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING



CITY OF DOVER, DELAWARE

6. Youth-Focused Campaigns: Allocate funding for targeted Real Cost Media Campaigns and programs aimed at preventing opioid use among youth and other vulnerable demographics. Special attention should be given to the unique needs of communities disproportionately affected by the epidemic, including homeless populations and communities of color, to ensure effective engagement and support.



Dr. Chanda Jackson - President of the Board of Education for the Capital School District in Dover, Delaware.

4. The Delaware Division of Public Health (DPH) Mobil Community Health Service Unit –
Jamiee Sudler – Health Program Coordinator, **Taylor Goad** – BSN, RN, and **Krystal Peterson** – Nursing Supervisor for Outreach Initiatives



5. The Dover Human Relations Commission (DHRC) plan to partner with OUD Taskforce with Community Engagement Initiatives



Dr. Travis Mishoe Sudler I. Chairman

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CITY OF DOVER, DELAWARE
EXHIBIT E List of Opioid Remediation Uses Schedule A Core Strategies
Schedule A

file:///C:/Users/Roysu/OneDrive/Documents/Exhibit-E-Final-Distributor-Settlement-Agreement-8-11-21.pdf

- A. NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES
- B. MEDICATION-ASSISTED TREATMENT (“MAT”) DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT
- C. PREGNANT & POSTPARTUM WOMEN
- D. EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME (“NAS”)
- E. EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES
- F. TREATMENT FOR INCARCERATED POPULATION
- G. PREVENTION PROGRAMS
- H. EXPANDING SYRINGE SERVICE PROGRAMS

Schedule B

PART ONE: TREATMENT

- A. TREAT OPIOID USE DISORDER (OUD)
- B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY
- C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)
- D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS
- E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

PART TWO: PREVENTION

- F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS
- G. PREVENT MISUSE OF OPIOIDS
- H. PREVENT OVERDOSE DEATHS AND OTHER HARMs (HARM REDUCTION)

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

J. LEADERSHIP PLANNING AND COORDINATION

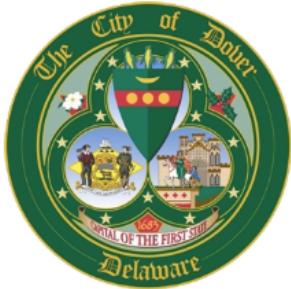
CONSTITUENT RECOMMENDATIONS:

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MAYOR'S OPIOID USE DISORDER TASFORCE MEETING

OCTOBER 29, 2025, at 6:30 P.M.

MAYOR'S OPIOID USE DISORDER TASFORCE MEETING

The Mayor's **Blue Ribbon** Opioid Use Disorder Taskforce Committee was held on **October 29, 2025, at 6:30** p.m. with Chairman Dr. Roy Sudler, Jr. presiding. OUD Taskforce members present were the Honorable Eric L. Buckson, Mr. James Oxford Sr., Mr. Joseph H. Bedford III, Mrs. Toni Jordan, and Mrs. Chelle Paul. Mr. Benard Pratt was absent.

COUNCIL MEMBERS' PRESENT

Councilpersons Donyale Hall and David Anderson.

AGENDA ITEMS/DISCUSSIONS/DECISIONS

Chairman Sudler reviewed the agenda items and explained the Guideline Subheadings and Comments/Feedback area to the public.

No additions or deletions were proposed for the meeting.

INVOCATION

The invocation was given by Mr. Joseph H. Bedford III.

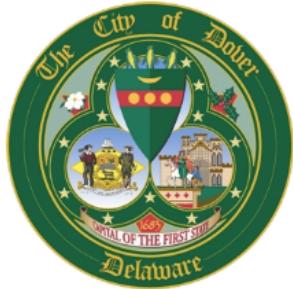
PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mrs. Chelle Paul.

PURPOSE:

Chairman Sudler initiated the meeting by outlining the objectives of the Mayor's Blue Ribbon Opioid Use Disorder (OUD) Taskforce Committee, including its fiduciary responsibilities and an overview of the committee members. Following this introduction, he presented the Ad hoc committee chairs for the 2025-2027 term. Each chairperson then provided a succinct overview of their strategies and goals for leading their respective committees. During this segment, Ad-hoc Chairperson Mr. James Oxford Sr. (Team Dover Coach) asked about the financial parameters for obtaining certain types of grants. Chairman Sudler clarified that the committee's recommendations would determine how settlement funds are allocated to organizations demonstrating effective, evidence-based programs in accordance with established guidelines. He then redirected attention to Councilman David Anderson, who noted that these funds, derived

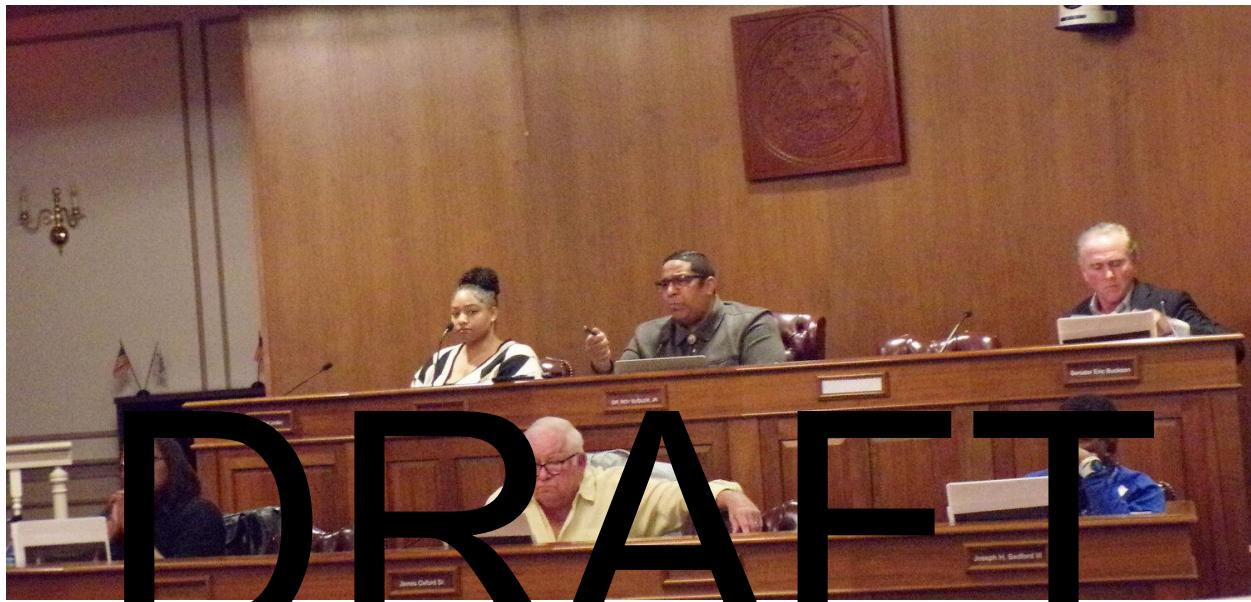
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from a lawsuit against specific pharmaceutical companies initiated by the Department of Justice, are neither federal nor state funds and must be disbursed under local or state oversight.



After this exchange, Chairman Sudler opened the floor for questions. A representative from the Firm Foundation Recovery expressed appreciation for the OUD Task Force's efforts to pursue grant funding. He inquired whether the previous framework and strategic plan would be utilized in the current Mayor's Blue Ribbon Task Force approach, as well as the status of funding awards. In response, Chairman Sudler noted that the City of Dover has not yet received the next round of funds. The city has been tasked with formulating recommendations through a comprehensive plan that adheres to the OUD Settlement Guidelines. He then introduced the Ad-hoc Chairs, who outlined their integrated plans to fulfill their committee objectives. Chairman Sudler called upon Senator Eric Buckston, Ad-hoc Chair of the Legislative & Finance Issue Committee, to articulate his leadership role within the OUD Taskforce Committee. Senator Buckston shared his perspective on prioritizing quality outcomes over speed in securing funding, emphasizing the importance of being "last and best" in the effective use of OUD funds in Delaware.

He further discussed the restructuring efforts of the Delaware Prescription Opioid Settlement Commission (POSDC) regarding oversight and accountability for the usage of these funds. Following his presentation, Councilwoman Donyale Hall posed several questions about funding rounds, guidelines, grant recipients' responsibilities, and the distribution percentages among municipalities. Senator Buckston responded by indicating a desire to return control over fund allocation to local municipalities while implementing performance appraisals. He indicated that



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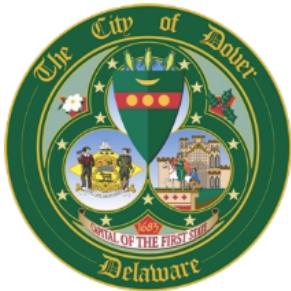
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fifteen percent (15%) of the total amount disbursed in the current funding round would be allocated among eligible municipalities that qualify for the OUD Settlement Funds. He also outlined the various grant sizes—macro and micro—accessible to organizations seeking financial support. This comprehensive dialogue underscored the OUD Taskforce Committee's commitment to ensuring effective stewardship of the funds and maintaining transparency in the disbursement process. After much discussion regarding the grant process, Chairman Sudler introduced Mrs. Chelle Paul, the Chair of the OUD Taskforce's Workforce Development & Safety Issues Ad hoc Committee, to present her strategic vision for workforce engagement. Mrs. Paul's initiative champions a robust, data-driven approach that aligns with the Biopsychosocial Framework.

By focusing on comprehensive assessments of chronic pain, trauma, and mental health issues, this initiative seeks to deliver targeted support to those most in need, reinforcing our commitment to effectively addressing the OUD crisis in Delaware's capital. Upon completion of Mrs. Paul's vision plan for her committee, a community member from Firm Foundation Recovery approached the podium to inquire about how the Proposed Recommendations for the Abatement of OUD in the Capital of Delaware were identified. **1. Investment in Detox Treatment Infrastructure, 2. Enhancement of Behavioral Health, 3. Expansion of Telehealth Services, 4. Data and Research, 5. Mobile Intervention Units, and 6. Youth-Focused Campaigns**, and whether any of these strategies are linked to the previous funders. Chair Sudler responded to the questions and emphasized that the proposed recommendations were derived from various community and OUD Taskforce committee members, which Chair Sudler orchestrated into six proposed strategies aligned with the **EXHIBIT E. List of Opioid Remediation Uses**.

He also explained that the recommendations would be voted on based on feedback from the community and task force members. During the discussion, community representative Mr. Stratton Bay raised essential concerns about the criteria for recruiting individuals with substance use backgrounds who wish to contribute to the OUD response actively. Mrs. Paul emphasized the committee's dedication to ensuring compliance with grant requirements, recognizing that while many eager organizations stand ready to assist, some may lack the essential staffing or proposal quality needed to secure funding. Chair Sudler then recognized Councilman Anderson, who reminded attendees of the microphone's accessibility for those unable to approach the podium, underscoring the meeting's community-focused nature. Mr. Stratton continued his point of interest and emphasized the importance of focusing on past practices and on organizations that were qualified to provide OUD services but failed to fulfill their obligations under the terms of

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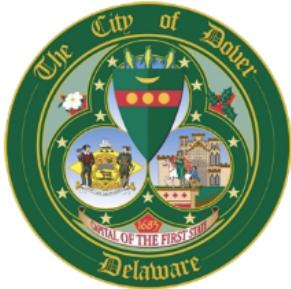
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the grant awarded, as this was a significant concern for consideration in the next round of funding.

Mr. Stratton further elaborated on the imperative for the OUD Taskforce to be proactive in workforce development and in addressing the OUD epidemic challenges in our community, by monitoring the use of Settlement funds to ensure that the guidelines are adhered to and that the Settlement funds are traceable and utilized effectively. Chair Sudler responded by elaborating on the task force's duties: to review all micro- or macro-grant proposals and assess the best approach to selecting evidence-based programs that address the whole individual. Chair Sudler then recognized Senator Buckson, who suggested that Mr. Bradley Owens, Executive Director of the Delaware Prescription Opioid Settlement Distribution Commission, provide further insights to clarify the funding and grant processes. Senator Buckson then yielded the floor back to Chairman Sudler for further discussion. Chair Sudler then referred to a community member who inquired about assistance for orchestrating a grant proposal due to the complexity of the requirements. Chair Sudler responded that Delaware State University has students willing to assist individuals with the grant-writing process through workforce development and partnership initiatives. He also referred to Mr. Bobby Wilson, who offered his sources to help individuals with the knowledge to complete a grant application successfully.

Chair Sudler then recognized the founder of Firm Foundation Recovery Inc., who focused on treatment models rather than peer-to-peer conceptual models, and he felt that peer-to-peer recovery programs are a better investment for long-term treatment and recovery strategies. He also specified that the medication assisted treatment plan keeps people dependent on Meds rather than addressing the core issue for long-term successful impact. Arresting individuals and forcing individuals to treatment fails to address the core issue; hence, impeding upon recovery initiatives; subsequently, contributing to some individuals continuing to abuse pharmaceutical and non-pharmaceutical drugs. Responding to the representative of Firm Foundation Recovery Inc. (FFRI) was Mrs. Pual who clarified the OUD Taskforce Committee's mission, emphasizing the importance of aiding individuals on the Medians rather than resorting to punitive measures. She highlighted the dual goals of ensuring safety for both drivers and pedestrians while also reinforcing the illegality of walking on the median. The representative from FFRI expressed gratitude for Mrs. Pual's insights and encouraged the Committee to leverage his organization's resources to further their objectives. His concluding remarks echoed Senator Buckson's sentiment that the committee should maintain a broad, visionary perspective in addressing this issue.

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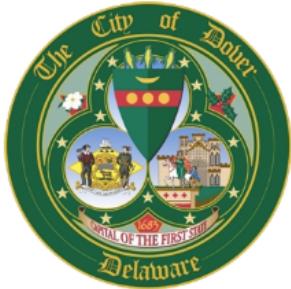
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Chair Sudler responded appreciatively, reiterating the Taskforce's adoption of the Biopsychosocial Framework, which advocates for a comprehensive approach to tackling addiction and chronic pain by addressing biological, psychological, behavioral, and social factors. Following this, Senator Buckson shared his personal views on coerced versus voluntary treatment, clarifying that his opinions do not necessarily represent the committee's collective stance. Chairman Sudler then called on Mrs. Toni Jordan, the Ad hoc Committee Chair and Optimal Well-being Advisor from North Node Counseling Agency, who expressed her excitement about contributing to the Taskforce. She emphasized the multifaceted approach to recovery, acknowledging that some individuals may not be ready or willing to accept help. Nonetheless, she is committed to the peer support model and looks forward to collaborating with the committee and the community. After Mrs. Jordan's presentation, Mr. Joseph H. Bedford III was introduced by Chairman Sudler as the Community and Youth Engagement Ad hoc Committee Chair. Mr. Bedford stressed the importance of increasing community engagement in these discussions. He highlighted his work with youth, urging attendees to promote awareness of available resources. Mr. Bedford advocated for fostering a positive relationship between the police and the community to enhance engagement in every effort, emphasizing collaboration and support over blame as essential for effective outreach and solution-building.

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He further focused on the big picture, and his vision, dream, and prayer are for everyone to work together and reach individuals through community outreach, not pointing fingers, but being willing to help resolve the matter via program resources and networking. In a significant move towards addressing the challenges posed by opioid use disorder (OUD) in Delaware's capital, Mr. Bedford articulated a vision centered on healing and community support. Following this, Chairman Sudler introduced Mr. Benard Pratt as part of the OUD Taskforce, where Mr. Pratt will serve as the assistant researcher alongside Chairman Sudler, who will lead the research efforts. Chairman Sudler underscored the importance of advancing scientific understanding of OUD treatment and recovery methods. The research committee intends to delve into the multifaceted aspects of the disorder and their implications for the overall well-being of individuals. He elaborated on the adoption of the Biopsychosocial (BPS) Framework as a foundational approach, recognizing its significance in comprehensively addressing addiction and chronic pain through a holistic lens that considers biological, psychological, behavioral, and social components. Emphasizing the necessity of teamwork in this endeavor, Chairman Sudler introduced Mr. James Oxford Sr. as the Team Coach for the OUD Taskforce Ad hoc Committee.



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Mr. Oxford, a retired educator and athletic director with deep personal insights into the challenges posed by OUD—especially as a parent who has experienced this epidemic—shared his commitment to helping those in need. He highlighted the gaps in insurance coverage for recovery addiction and the lack of adequate support programs within the prison system. Mr. Oxford brought attention to initiatives like the "Fisherman of Men," spearheaded by Frank Parks, which aims to assist young individuals in their recovery journeys. He also spoke passionately about the Dover Elks program, which extends advocacy and resources into schools to support those facing OUD-related challenges. Following Mr. Oxford's valuable contributions, Chairman Sudler drew attention to the QR Code linked to EXHIBIT E: List of Opioid Remediation Uses, facilitating access to essential information. He then revisited the Biopsychosocial framework and presented six Proposed Recommendations aimed at the abatement of OUD in the capital. He stressed the importance for potential grant applicants align their services with the remediation uses outlined in the OUD guidelines. Moreover, Chairman Sudler addressed the growing Traffic Safety Concerns regarding individuals in highway medians, viewing this as a vital opportunity for the OUD Taskforce to gather research data and implement evidence-based initiatives that direct individuals in need towards safe spaces equipped with the necessary resources for their specific challenges.

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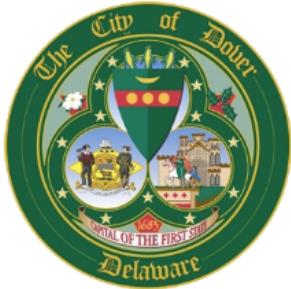
Constituents Recommendations consisted of the following:

****Firm Foundation Recovery:** This organization emphasizes the 12 principles of recovery and takes purposeful steps to foster positive community change. For more information, visit [firmfoundationrecovery.org] (<https://firmfoundationrecovery.org/>).

****Carry Their Light Project:** No one outside Dover can effectively address the challenges faced there—the people of Dover must do it. This organization provides essential assistance at night, filling a service gap in both Capital and Kent County. More details can be found [here] (<https://www.facebook.com/share/1BvRrVbxVy/?mibextid=wwXIfr>).

****Our Roots Foundation:** Their peer-to-peer approach, along with the efforts of small organizations on the ground, is critical for reducing stress and helping individuals be more receptive to recovery and treatment. Collaboration is vital, as we all share the same goals. Learn more at [ourrootsfoundation.com] (<https://ourrootsfoundation.com/>).

****Community Member (Matt):** He advocates for a focus on long-term recovery—lasting five months or more—through supportive organizations like Fishermen of Men and Firm Foundation Recovery. He encourages exploring new strategies to guide individuals in the capital and calls



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for increased funding to address substance use and mental health challenges throughout the state of Delaware.

****Community Member (Justin):** He argues that Medication Assisted Treatment (MAT) is not a sustainable long-term recovery strategy, as individuals can become resistant to the treatment after prolonged use. He also suggests examining Carl Jung's research on the "Uresis of the Mind."

****Community Member (Robert, 30 years of recovery):** He recommends focusing on a spiritual foundation and emphasizes the importance of relying on God. He states that the Firm Foundation Recovery program is highly effective in helping others.

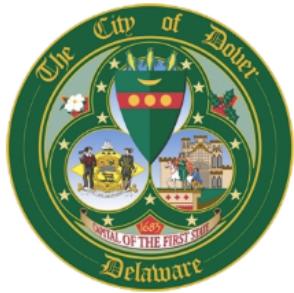
****Hope Ministry (Pastor)** – People need to see that you care for them to want to change. Helping people avoid incarceration and getting the help they need. We need to focus on the youth because the Drug War over territory needs to be addressed by focusing on the youth, not becoming another statistic in the usage of illicit drugs. We need to come together and educate each other throughout the state with a sentiment of community and compassion.

After recommendations from the Constituents, Chair Sudler recognized Senator Buckson, who focused on addressing the acute phase of addiction and on providing wraparound services. He further explained that Kent County does not have a recovery facility in lower Kent County, and that his objective is to change that. He believes that if you cannot control your OUD situation, then someone should do it for you. He invites conversation but not confrontation. Chair Sudler then recognized Mrs. Chelle Paul, who elaborated on the different needs of individuals battling addiction based on circumstances and age of individuals confronted with OUD determinants.

Chair Sudler responded to Mrs. Paul, stating that one of the six proposals addresses youth awareness and campaigns. Councilwoman Donyale Hall congratulated individuals for coming out and letting their voices be heard and confirmed the need for further outreach to youth and other community members for assistance. She believes wraparound services are very much needed, and she is happy to hear that there are programs that can be sustained through collaborative efforts for a long-term solution to individuals' recovery.

Councilman Anderson concurred with Councilwoman Hall and emphasized the importance of staying connected and advocating for positive change. He offered his contact information and noted that all council members' contact information is on the City of Dover's Website.

Firm Foundation Recovery (Representative) - Asked for a group picture in the spirit of unity and transparency.



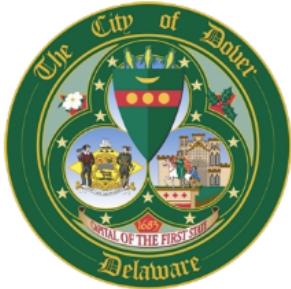
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MAYOR'S BLUE RIBBON OUD TASKFORCE ACTION:

After the final remarks, Chairman Sudler recognized OUD Taskforce Member Toni Jordan, moved to accept the six Proposed Recommendations for the Abatement of OUD in the Capital of Delaware (Investment in Detox Treatment Center Infrastructure, 2. Enhancement of Behavioral Health, 3. Expansion of Telehealth Services, 4. Data and Research, 5. Mobile Intervention Units, and 6. Youth-Focused Campaigns, which was properly seconded by OUD Taskforce Member Mrs. Chelle Paul. The motion was adopted unanimously. The Chair then recognized Team Dover Coach Oxford, who ended the meeting by stating that he is both encouraged and surprised that individuals have organizations with boots on the ground. He further stated that we need to focus on funding individuals and organizations to continue their support in addressing the OUD challenges, as he is very impressed and encouraged.



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SYNOPSIS:

The conversation ultimately underscored the existing tension between traditional treatment models and the efficacy of peer-to-peer recovery programs. The need for substantial investment in practices that promote long-term recovery without the risk of medication dependence was a central theme, reflecting a community commitment to innovative approaches in addressing OUD. In addressing the challenges associated with opioid use disorder (OUD) in our community, it is essential that we approach solutions with both assertiveness and diplomacy. As discussed in the recent meeting, the involvement of peer-to-peer organizations and the insights shared by community leaders highlight the urgent need for compassionate support and resources, particularly focusing on our youth.

• The meeting was opened (7:00 p.m.) and adjourned (9:00 p.m.) with a Prayer.

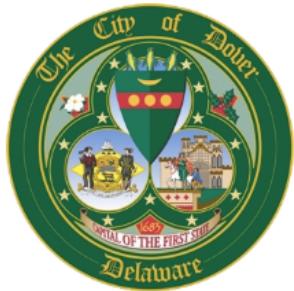
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Submitted By:

Roy Sudler, Jr. Ph.D.

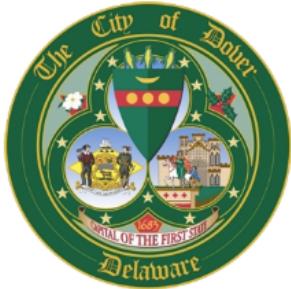
Chairman

Mayor's **Blue Ribbon** OUD Taskforce Committee



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MAYOR'S OPIOID USE DISORDER TASFORCE MEETING

November 17, 2025, at 7:06 P.M.

MAYOR'S OPIOID USE DISORDER TASFORCE MEETING

The Mayor's **Blue Ribbon** Opioid Use Disorder Taskforce Committee was held on **November 17, 2025, at 7:06** p.m. with Chairman Dr. Roy Sudler, Jr. presiding. OUD Taskforce members present were the Honorable Eric L. Buckson, Mr. James Oxford Sr., Mr. Joseph H. Bedford III, Mrs. Toni Jordan, Mrs. Chelle Paul, and Mr. Benard Pratt was absent.

COUNCIL MEMBERS' PRESENT

District 4 Councilman David Anderson.

No additions or deletions were proposed for the meeting.

INVOCATION

The invocation was given by Mr. Chelle Paul.

PLEDGE OF ALLEGIANCE

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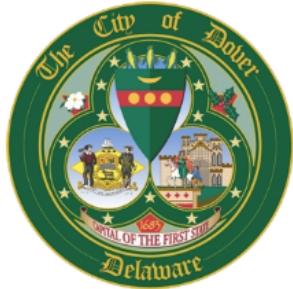
The Pledge of Allegiance was led by Mr. James Oxford Sr.

AGENDA ADDITIONS/DELETIONS

Chairman Sudler reviewed the agenda items and asked for a motion to adopt the agenda. Mr. James Oxford Sr. moved to adopt the meeting agenda for November 17, 2025. The motion was properly seconded by Mrs. Paul. There was no discussion on the agenda item; hence, the motion was unanimously adopted.

PURPOSE:

Chairman Sudler discussed the purpose of the agenda items and recognized Dr. Nancy Bookhart to introduce herself and elaborate on item number one (**Preparing to Write a High-Quality Grant Proposal**) in which Committee Action was not required.



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DR. NANCY W. BOOKHART

**GRANT WRITER AND ADJUNCT PROFESSOR OF ART AT
DELAWARE STATE UNIVERSITY (DSU).**

**1). PREPARING TO WRITE A HIGH-QUALITY GRANT
PROPOSAL (COMMITTEE ACTION NOT REQUIRED)**



01

GRANT
SPECIFICATION
ALIGNMENT

02

BUDGET AND
PLANNING

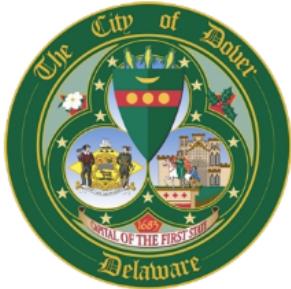
03

IMPACT AND
SUSTAINABILITY

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Dr. Nancy W. Bookhart - Grant Writer and Adjunct Professor of Art at Delaware State University (DSU), who thanked Chairman Sumner for the opportunity to speak with the community regarding Grant Specification Alignment, Budget/Planning, and Impact and Sustainability Plan. She explained her role on the Grant Writing Team at Delaware State University and highlighted one of their significant accomplishments. She shared with the committee that DSU received a major grant called INTERNET FOR ALL, which aided the institution in rendering internet services to the students. She also mentioned that DSU competes for grants at three primary levels (State, Federal, and Private), and that each member performs a specific role when addressing the grant specifications. Dr. Bookhart then emphasized that when individuals first approach achieving the Grant Specification Alignments, they should not be intimidated by the process but focus on what the grant requires, be direct and to the point, and not exceed the number of pages required for the response. Exceeding the allotted number of pages can hurt your chance of being a grant awardee. Therefore, grant writers must be very detailed and concise, which is why many individuals fail to secure funding.

Additionally, she zoomed in on the point that often relies on ambiguity and on applicants not being explicit about the scope of their plan for addressing the order in which the grant's specifics are being solicited. Dr. Bookhart asserted that an applicant's Budget and Planning Approach should mimic the Grant's Executive Summary notion to determine what to budget for and how to have your plan synchronized with the aims of the executive summary. She stated that following the guidelines and knowing what to include and what to exclude in your plan affects your



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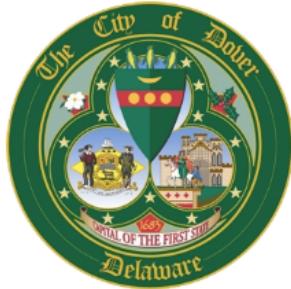
planning and budgeting process. After much discussion concerning the aforesaid, Chairman Sudler recognized a community member (Cleve Wilson) who inquired about her contact information at DSU and how they can seek additional mentorship or advisement on getting started in the grant process. Dr. Bookhart responded by providing her contact information to the audience. She then emphasized how crucial it is to adhere to the professional font size (12) and page count in conjunction with the planning and budgeting process, as they are interlocked.

She stated that when it comes to justifying the budget for the grant's purpose, it should be like a grocery list. You should know precisely what you want and how much it costs before you go shopping. In other words, she advised potential grant writers to outline their plans and justify the funds requested to cover their operating expenses and activities in accordance with their proposals. As Dr. Bookhart concluded her presentation, she reviewed the Impact and Sustainability Plan Approach for grant writers to consider. She began by discussing the goals and implementation process of your plan, and how it will impact the community you aim to serve. The aforementioned are the fundamentals of writing a grant. Dr. Bookhart then concluded her proposal and yielded to Chairman Sudler, who then proceeded with the meeting. Chair Sudler thanked Dr. Bookhart for her presentation and asked the community if there were any questions.

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Community Member (Cleveland Wilson) asked which sources list the diverse grants an individual may be eligible to apply for. Dr. Bookhart responded by saying that different websites provide an array of grants one could apply for, whether local or regional, such as Pivot, Grant Station, and Grant.Gov, which one may have to become a member of via monetary means (18 to 20 per week), which she believes is worth it. Another Community Member (Cynthia Taylor), who represented the organization called First Step Community Reform, asked if this grant is for 501 (c) (3) or open to other public or private entities. Chairman Sudler responded that her question could be better answered by the next presenter, **Mr. Brad Owens, Executive Director of the Delaware Prescription Opioid Settlement Distribution Commission (POSDC)**. Then Chair Sudler recognized another Community Member (Ronda Smack), who asked about how long an organization must be established before being eligible for a grant, based on the notion that an organization representing the LGBT community applied for a grant and was denied due to their period of establishment (5 years) not being long enough.

Dr. Bookhart stated that five years established is more than enough, and, according to her knowledge, eighteen months is typically long enough. Once the community questions were answered, Mr. Joseph H. Bedford III. (Committee Member) asked Dr. Bookhart what is available for individuals without financial resources to seek grants, where free resources are available, and how to connect with individuals who can help someone out. Chairman Sudler recognized



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Councilman Anderson, who addressed the question by offering free resources to community members via his City of Dover Sources, which lists grants available through the National League of Cities. Then Mrs. Chelle Paul (Committee Member) further elaborated on the need for non-profit organizations to have the same access and source mentioned by Councilman Anderson. Dr. Bookhart responded to the question by stating that, whether for-profit or non-profit, she would be available to assist in any way possible. Then the Chair recognized Mr. Cleveland Wilson (Community Member), who asked Councilman Anderson for his contact information for another community member to take advantage of the resources mentioned earlier. Chairman Sudler moved on to item number two, titled "Grant Distribution." In this section, Mr. Brad Owens, Executive Director of the Delaware Prescription Opioid Settlement Distribution Commission (POSDC), discussed the funding round process, the criteria POSDC uses to select awardees, and the oversight involved in the POSDC audit process.

2). **Grant Distribution**
(Committee Action Not Required)

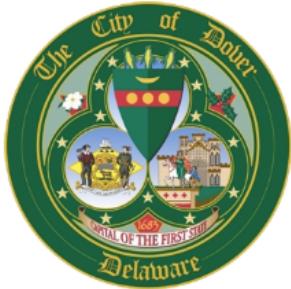
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MR. **BRAD OWENS**
EXECUTIVE DIRECTOR OF THE
DELAWARE PRESCRIPTION OPIOID
SETTLEMENT DISTRIBUTION COMMISSION (POSDC).

Funding Round Process

- Funding Round Process
- POSDC Criteria for selecting Awardee
- Performance Oversight and Audit Process

Mr. Owens expressed his gratitude to the OUD Taskforce for the opportunity to address the community. He explained that he was appointed as the Director of the Commission by Governor Matt Myers in March 2025. The commission was initially established under Governor John Carney's administration, with the Lt. Governor serving as Chair during its early years. Governor Myers later restructured the commission's aims and duties during his administration. Mr. Owens clarified that the Delaware Prescription Opioid Settlement Distribution Commission (POSDC) was created under Senate Bill 166 in 2021.



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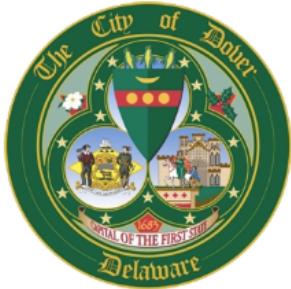
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Its purpose is to determine the best practices for the utilization of the OUD settlement funds, which Delaware is expected to receive and allocate over \$200 million in the next twelve years because of litigation against opioid manufacturers and distributors due to the harm caused in communities. He explained that states, counties, and cities exercised their legal right to join the lawsuit to address the substantial financial burdens resulting from the over-prescription of opioids. Mr. Owens detailed how the funds would be managed and distributed through three funding cycles, with the State of Delaware designated as the governing body for the portions of the settlement awarded to municipalities that participated in the lawsuit.

He emphasized that in the case of Dover, Mayor Christiansen would be responsible for providing the City of Dover's recommendations to the POSDC through the OUD Taskforce. He also explained how the annual distribution of ten to fifteen million would be disbursed throughout the year. He reviewed the financial snapshot of the funds already disbursed to contracts and the contracts they are preparing for 2026 and mentioned that the per cent of the state having 250 million dollars to spend from the settlement was inaccurate. He noted that in 2026, fifteen million dollars will be disbursed as the base amount, and five percent of that will go to local governments, with twelve million dollars disbursed to competitive grants. He further mentioned that back pay of two million dollars will be available for two years, one million for one year, and one million for the second year in the rear. Mr. Owens further elaborated that the capital of Delaware and other municipalities can propose whom they want to award the grants to, if the awards align with the OUD abatement remediation guidelines. Dover could hire staff and be accountable for tracking the money, or they could instruct the State committee to distribute the money directly to a specific committee, which would avoid the monthly accountability and reporting of the money, subject to IRS auditing.

Mr. Owens stated that he would rather work directly with the organizations that the municipalities awarded funds to, as it would mitigate potential confusion. He also emphasized the importance of the Taskforce Committee strategizing how to disburse the settlement funds over the next 10 years and how your municipalities have already appropriated the funds to organizations to date. He recommended that the task force invest in other alternatives that have yet to be explored; additionally, he noted that he serves on another committee, DSAMH, under the Chairmanship of **Joanna Champney**, whose abbreviation represents the Division Director of Substance Abuse and Mental Health.

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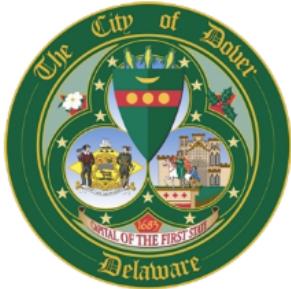
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Champney serves as the Co-Chair of the Prescription Opioid Settlement Commission and established and led the Department's Office of Reentry after Governor Carney issued Executive Order 27, which aims to improve the state's service infrastructure for formerly incarcerated individuals. Mr. Owens highlighted the benefits of having committee members from both the Division of Substance Abuse and Mental Health (DSAMH) and the Prescription Opioid Settlement Distribution Committee (POSDC) collaborating. This collaboration allows for better information sharing between committees, reduces redundant resources, and fosters more innovative strategies for awarding State Opioid Response (SOR) grants to competitive organizations. After a thorough discussion on the objective of both DSAMH and POSDC, Mr. Owens paused to invite further comments.

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Chair Sudler recognized Mr. James Oxford Sr. (OUD Committee Member), who inquired whether the City of Dover was managing its portion of the SOR grants or if it was instructing the state commission to allocate grant funds to specific organizations. Mr. Owens replied that the City of Dover is currently directing its portion of the settlement funds to specific organizations instead of receiving them directly. Committee Member Chelle Paul asked if there were an additional \$500,000 in opioid funds being awarded to the County and how much of that would be distributed to the Capital. Mr. Owens stated that he was not aware of any additional funds. Mrs. Paul also inquired whether the baseline funds of fifteen million and the fifteen percent reference would be received in 2026. Mr. Owens confirmed that the capital of Delaware is expected to receive an estimate of over \$300,000 in 2026, which represents 15% of the baseline funds available. He noted, however, that Kent County comprises various municipalities, and these municipalities could choose to contribute their portion to Kent County. This could potentially increase the County's share to around two million dollars in SOR (Substance Abuse and Mental Health Administration) grants. Mr. Owens further explained that additional funding is available from other committees, such as the DSAMH (Division of Substance Abuse and Mental Health) committee, which administers thousands of federal grants with different requirements for municipalities, non-profit organizations, and for-profit entities.



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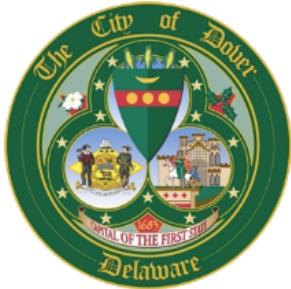
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He also mentioned that organizations can collaborate to create a facility that integrates various healthcare delivery systems, provided that their strategy aligns with remediation guidelines. This approach could be an innovative way to secure SOR grants. Additionally, under the competitive grant process, municipalities could receive more funding and expand on the non-competitive grant money they are assured under the lawsuit, if they adhere to legal guidelines following extensive discussion. During the meeting, Chair Sudler acknowledged a community member, Mathew, who shared his journey through addiction and recovery, as well as his desire to establish a peer-support recovery organization to help individuals throughout New Castle and Kent counties in Delaware. Mr. Owens believes that the most effective way to help individuals off the streets is through prayer and peer support. He envisions a team effort to address the needs of both motorists and pedestrians in the medians. He mentioned that establishing a 501 (c) (3) foundation could assist him and allow him to secure sponsorship. However, he noted that the organization sponsoring him would be responsible for meeting IRS audit requirements and funding guidelines.

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Mr. Owens also emphasized the importance of funding and numerical data that drive the distribution of funds to counties and municipalities through both non-competitive and competitive grant applications. Community member Mathew expressed gratitude to Mr. Owens for his insights and thanked the committee for the opportunity to speak about his vision and journey. Chair Sudler then introduced Frank Parks, the director of Fisherman of Men, who provided details about his program and shared a personal story highlighting its impact on participants' spiritual journeys. Mr. Parks, a Dover High School graduate with over 35 years of recovery, dedicated himself to helping individuals facing housing shortages and lacking life skills by providing essential resources and programs based on Christian principles. He inquired whether the grant process is open to Christian organizations and when it would be available. In response, Mr. Owens confirmed that several open SOR grants are accessible to all organizations, and the competitive grant application process is scheduled to begin in the summer of 2026. He added that local grant funding would be distributed before then, likely following the same annual cycle. Mr. Owens also described how the state receives distinct funding amounts from different distributors under the settlement stipulations, which help determine the total amount available each year for SOR grant distribution.

Mr. Parks then thanked the state committee for their work and offered his assistance in the state's capital. After Mr. Parks concluded his questions, Chair Sudler recognized Mr. James Oxford Sr., who asked whether it is the intent of the City of Dover (Mayor) to control funds for accountability each month, or if the grants will be written for specific allocations to organizations



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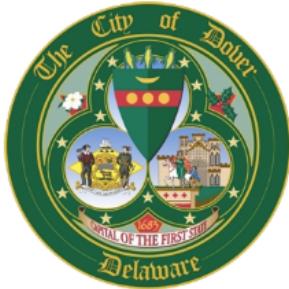
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in the State of Delaware? He believes that the City of Dover should award funding to organizations to help cover operational costs because they are already doing the work and are connected to the landscape of individuals in need, with boots already on the ground. Chair Sudler responded that it is the OUD Taskforce's charge to assess the best approach and organizations for recommendations to the Mayor and City Council, who will determine the course of action regarding who will monitor the SOR grants awarded via the Capital of Delaware. Chair Sudler stated that he is in favor of distributing the funds to organizations with boots on the ground, and then acknowledged Councilman David Anderson, who stated that it is an issue that will have to be discussed among the Council. Mr. James Oxford Sr. reiterated his position that the money should be awarded to the organizations already serving the community. Mr. Owens followed up on the point just made, stating that you can customize your strategy by examining key points in your application process to determine your final plan of action and service points.

Chair Sudler then recognized Mr. Joseph H. Bedford III (OUD-Committee Member), who strongly supported the boots-on-the-ground approach because he believes that faith without work is dead, and we need to move forward with helping individuals, including those on the medians, for positive, cohesive movement. Mrs. Michelle Paul (OUD-Committee Member) concurred with Mr. Bedford. He mentioned to have the OUD Taskforce coordinate peer-to-peer staff at organizations to help the taskforce usher individuals off the medians and to other locations in the Capital of Delaware for recovery/public health services. Toni Jordan properly seconded it. There was a call for discussion by Mr. James Oxford Sr., who asked, "Do we have a list of the organizations referred to in the motion, and what the process will be. Mrs. Paul responded that we do have a list of organizations with peer-to-peer staff to help the OUD-Task Force achieve this mission. Mr. James Oxford Sr. then asked, "Is Mrs. Paul willing to be the contact person for this initiative? Her response was Yes! Chair Sudler then stated that her response was aligned with her duties as the Ad-hoc Chair of the Workforce Development Committee. Then Chair Sudler recognized Mrs. Toni Jordan, who stated that we have two issues: she agrees with the committee's responsibility to make recommendations, and that funding should be disbursed to boots on the ground, in addition to aiding individuals in the median, in conjunction with outreach initiatives throughout the City of Dover. Councilman Anderson was recognized and stated that it must be on the record that this is an outreach and that everyone is allowed to participate, but this is not a prerequisite for receiving the SOR grants.

Chair Sudler reinforced Councilman Anderson's sentiment and noted that we have reached out to Chief Johnson for assistance from the Behavioral Health Unit of the Dover Police Department. He emphasized that there are many ways to come together to help individuals in need, beyond

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waiting for opioid funds to be disbursed to organizations willing to assist. Chair Sudler echoed Mr. Bedford's sentiment and encouraged those who can provide financial or non-financial support for the proposed outreach initiative to step forward now rather than wait. He expressed his willingness to donate food and secure public health mobile units to assess needs and gather data for our research initiative on Biopsychosocial Approaches to addressing Chronic Pain and Trauma. He believes that acting now demonstrates our commitment to addressing the needs of the Capital of Delaware. After Chair Sudler's comments, the committee unanimously voted to adopt the motion. He then moved on to item number three, where the Community Engagement Ad-hoc Chair, Mr. Bedford, presented a visual and audio slideshow highlighting the critical shortage of recovery housing for women facing challenges such as trauma, substance abuse, addiction, or family crises, particularly those with minimal resources to begin their recovery journey. Following the discussion of all three agenda items and the sharing of valuable information with the committee, the meeting concluded on a high note, with everyone excited to contribute.

SYNOPSIS:

The discussion emphasized the complexities of the grant-writing process required to secure State Opioid Response (SOR) funding. It is crucial to invest significantly in innovative strategies aimed at addressing opioid remediation and Opioid Use Disorder (OUD). Participants recognized the challenges presented by strict financial audit requirements, which are essential for ensuring the responsible use of federal funds. Moreover, the conversation highlighted the importance of establishing concrete best practices for allocating opioid settlement funds. Insights from faith-based organizations and community stakeholders underscored an urgent need for compassionate support and resources. This support is vital for individuals struggling with OUD, particularly those who fall outside the median demographic in Delaware's capital. Prioritizing community feedback and evidence-based practices is essential to developing effective interventions and to efficiently allocating resources to meet the needs of affected populations.

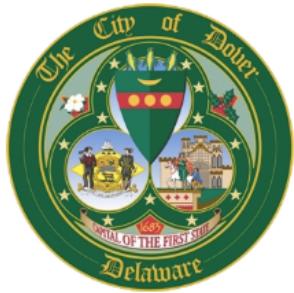
The meeting was adjourned at **9:16 p.m.**

Submitted By:

Roy Sudler, Jr. Ph.D.

Chairman of Mayor's

OUD Taskforce Committee



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