

Pennsylvania Opioid Misuse and Addiction Abatement Trust
Public Meeting of November 21, 2024
Harrisburg University

MINUTES

Board of Trustee Attendees (10):

- Chair Tom VanKirk (In person)
- Tumar Alexander (Zoom)
- Commissioner Kevin Boozel (In person)
- Erin Dalton (Zoom)
- Secretary Latika Davis-Jones (Zoom)
- Commissioner Gene DiGirolamo (Zoom)
- Shea Madden (Zoom)
- Commissioner Robert Postal (Zoom)
- Representative Jim Struzzi (Zoom)
- Senator Christine Tartaglione (Zoom)

Board of Trustees Not Attending (3):

- Steve Jasper
- Senator Greg Rothman
- Representative Mark Rozzi

Other Attendees:

- Morgan Wagner, Senator Greg Rothman's Office (In person)
- Nathan McClellan, Senator Christine Tartaglione's Office (Zoom)
- Diane Rosati, Bucks County SCA Executive Director (Zoom)
- Tyler Ritchie, Office of Attorney General (Zoom)
- Jayson Wolfgang, Buchanan Ingersoll & Rooney (In person)
- Jordan Yeagley, Buchanan Ingersoll & Rooney (In person)
- Lisa Ritter, Maher Duessel (In person)
- Lisa Schaeffer, CCAP (Zoom)
- Michael Sage, CCAP (Zoom)
- Briana Anderson, CCAP (In person)
- Alexis Noble, CCAP (In person)
- Dennis Scanlon, Penn State University (In person)
- Glenn Sterner, Penn State University (In person)

Announcements from Chair Tom VanKirk

- Welcome to members of the public attending both in person and on Zoom.
- This meeting of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (“Trust”) has been duly advertised as a public meeting in accordance with the Sunshine Act and is therefore open to members of the public as observers.
- Participation in the meeting is limited to Trustees, representatives from their offices and guests from the Trust’s advisors and partners.
- This meeting is being recorded and the video will be available on the Trust’s website along with minutes from this meeting after they are approved.
- An Executive Session was held today immediately prior to this public meeting for the purpose of receiving legal updates and legal advice.
- A quorum of Trustees is present at the meeting.

Approval of Prior Meeting Minutes

Minutes from the special public meeting held on October 29, 2024, were circulated to the Board of Trustees (“Board”) in advance of the meeting. Chair Tom VanKirk indicated that he would entertain a motion to approve the minutes. A motion to approve the minutes was made by Senator Christine Tartaglione and seconded by Tumar Alexander. There was no further discussion, and the minutes were approved unanimously by the Trustees in attendance.

Report from Maher Duessel Regarding Trust Financials

Lisa Ritter from Maher Duessel presented the Trust's income statement for the period from January 1, 2024, through October 31, 2024. The income statement was circulated to the Board in advance of the meeting. She explained that the financial statements are on a cash basis, meaning that expenses are recorded when payment is issued, and income is recorded when funds are deposited.

As of October 31, 2024, the Trust's Wilmington Trust account holds \$3.49 million in interest income, which is based on a \$324 million balance in the account. The interest income is expected to decrease after the Trust makes distributions in December 2024. The Trust's M&T Bank account, used for paying administrative expenses, has a balance of \$336,000.

Ms. Ritter also noted that a prepayment of \$21 million was made by Cencora for Payment Year 7 in March 2024, and by unanimous resolution, it was decided that this payment will remain in the Trust’s account until the designated year of payment. Additionally, a \$15 million payment was received from the Endo bankruptcy, which will also be excluded from the December 2024 distribution given the timing. As of October 31, 2024, the Trust's total income on a cash basis was \$319 million.

Ms. Ritter provided a brief overview of the Trust's expenses, highlighting outstanding amounts of approximately \$150,000 owed to CCAP and \$200,000 owed to Penn State. Chair Tom VanKirk emphasized that administrative expenses are paid from the interest income and not from the principal of any settlement funds, although the Trust is authorized to use a percentage of those funds for administrative costs. He also noted that he expects the Trust's interest income to cover administrative expenses for the next few years and thanked the Trustees for their volunteer service, which helps the Trust maintain this arrangement. Commissioner Kevin Boozel inquired about the interest rate earned on the Wilmington Trust account.

Resolution to Authorize Insurance Renewal

Chair Tom VanKirk reported that a resolution was approved last year for the Trust to obtain liability insurance coverage through Henderson Brothers, Inc., a Pittsburgh-based broker. The renewal policy being presented for approval includes Directors and Officers (“D&O”) coverage, as well as technology errors and omissions coverage, with a primary \$5 million in coverage provided by Fair American, an insurance company rated A++ (Superior) by AM Best. This coverage is required under the Trust’s agreement with CCAP, which provides administrative services to the Trust and is named as an additional insured. The current policy is set to expire on December 1, 2024, and the proposal for the new policy comes with no increase in cost for renewal. The renewal proposal was circulated to the Trustees in advance of the meeting. Chair VanKirk then presented the following resolution for approval:

RESOLVED, that, based on the insurance renewal documents included in the materials distributed to members of the Board of Trustees for this meeting, the Board hereby accepts the primary \$5 million insurance coverage as presented. The Trust’s administrator, the County Commissioners Association of Pennsylvania, working with the Chair, is authorized to execute any forms necessary to execute and finalize such coverage.

Commissioner Kevin Boozel made a motion to approve the resolution as presented. Shea Madden seconded the motion. With no further discussion, the motion was approved unanimously by Trustees in attendance.

Resolution to Approve Lackawanna County’s Extension Request

Chair Tom VanKirk reported that the First Amended and Restated Trust Order (“Amended Order”) requires Participating Subdivisions to spend Trust funds within 18 months of receipt. As a result, the first distribution should have been expended by June 30, 2024. At its public meeting on September 7, 2023, the Board, recognizing the need for recipients to plan for the expenditure of Trust funds, unanimously passed a resolution automatically granting a 6-month extension for any requests related to funds received in Wave I payments 1 and 2, which were made in August 2022 and December 2022, respectively.

On May 2, 2024, the Board passed a further resolution allowing recipients of Trust funds to request additional extensions of the applicable expenditure deadlines, if necessary, with each request to be

reviewed by the Board on a case-by-case basis. Lackawanna County submitted such an extension request on November 14, 2024, reporting that it is working with community and government partners on a large-scale project. Chair Tom VanKirk recommended granting the extension request and then presented the following resolution for approval:

RESOLVED, that, Lackawanna County's extension request for an additional six (6) month extension to spend funds received in 2022 is approved. Lackawanna County shall now spend or commit all such Trust Funds by June 30, 2025, unless a further extension is requested and granted by the Trust.

Commissioner Gene DiGirolamo made a motion to approve the resolution as presented. Tumar Alexander seconded the motion. With no further discussion, the motion was approved unanimously by Trustees in attendance.

Resolution Regarding Approval of Certain Uses of Trust Funds as Detailed in September 16, 2024 Reports

Chair Tom VanKirk provided an overview of the Working Group process for reviewing the September 16, 2024, reports. At a public meeting of the Trust on February 8, 2024, the Board unanimously approved a resolution requiring each County to submit a report by September 15, 2024, detailing the actual expenditure(s) of Trust funds and the amount of Trust funds received but not spent, for the period from January 1, 2024, through June 30, 2024. Since September 15 fell on a Sunday, the Trust adjusted the due date for the reports to September 16, 2024.

On or about September 16, 2024, all 67 Counties submitted reports to the Trust outlining the expenditure and/or commitment of opioid settlement funds for specific programs that the recipients determined to be compliant with Exhibit E of the Settlement Agreements (the "September 16 Reports"). The Working Groups met during October and November to review these reports. Consistent with prior practice, each program was categorized by the Working Groups as either "Recommended for Approval," "Still Under Consideration," or "Non-Compliant."

Following this public meeting and actions by the Board, each County will receive a follow-up communication from the Trust outlining the programs that have been approved as compliant with Exhibit E of the Settlement Agreements or disapproved as non-compliant.

Chair Tom VanKirk noted two categories of programs that required further clarification. First, some Counties included programs in their September 16 Reports that were previously reported on March 15, 2024, and had already been approved by the Trust at earlier public meetings. As these programs were already deemed compliant with Exhibit E, they will not be included in the Working Group recommendations at this meeting. Second, some Counties included descriptions of programs in their September 16 Reports but did not identify any funds that were either spent or committed to these programs during the reporting period (January 1, 2024, through June 30, 2024). After confirming with the relevant Counties that no opioid settlement funds were spent or

committed during this period, these programs should not have been reported and will not appear in the Working Group recommendations, as no action will currently be taken on them.

With that, the Board reviewed the programs submitted through the September 16 Reports and the Working Groups' recommendations. A spreadsheet containing a list of these programs, organized by County in alphabetical order, was displayed. Chair Tom VanKirk asked each Working Group leader to identify the following for each program:

- County name;
- Program number, as reported in the follow-up report from the County;
- Program name;
- Dollars reported as spent/committed; and,
- The Working Group's recommendation (i.e., approval, still under consideration, or disapproval).

Chair VanKirk also shared that the Working Group leaders would provide a more detailed explanation of those programs deemed non-compliant, allowing Counties to understand the reasoning behind these decisions. He thanked the Working Group leaders for their efforts in compiling and reporting this additional information.

RESOLUTION NO. 1 – SEPTEMBER 16 REPORTS: ALLEGHENY, BEAVER, BEDFORD, BERKS AND BLAIR COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Allegheny, Beaver, Bedford, Berks, and Blair Counties. Following the presentations of the recommendations, Chair Tom VanKirk emphasized that many programs had been recommended for approval. He expressed the hope that this reflected the Counties' growing understanding of what is permissible under Exhibit E. Chair Tom VanKirk also encouraged the Counties to learn from one another and to share knowledge and information. He noted that the Trust also aims to facilitate information sharing, including sharing any insights gained from other states in the future. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the "Trust"), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Allegheny County Program Nos.: 15-16, 18-23
- Beaver County Program Nos.: 8-9

- Bedford County Program Nos.: 1-2
- Berks County Program No.: 30
- Blair County Program No.: 3

Commissioner Kevin Boozel made a motion to amend the resolution to correct it to Blair County Program No. 3 instead of Blair County Program No. 2. Commissioner Robert Postal seconded the motion as amended. Erin Dalton abstained from the vote for Allegheny County only (all programs); otherwise, she voted yea. The motion was approved by a majority of the Trustees in attendance.

RESOLUTION NO. 2 – SEPTEMBER 16 REPORTS: BUCKS, BUTLER, CAMBRIA, CARBON AND CHESTER COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Bucks, Butler, Cambria, Cameron, Carbon, and Chester Counties. During the presentation, Chair Tom VanKirk highlighted that Bucks County Program No. 42 included the second tranche of funding for the program, which was recently approved by the Dispute Resolution Committee (“DRC”). He also stated that Chester County Program No. 14 had been appealed to the DRC, which upheld the Trust’s original decision with a friendly amendment allowing the Board to review the program for partial compliance at a later time. Chester County then evaluated the portion of the program addressing OUD and resubmitted it at 55% of the original funding. Chair VanKirk shared that the Working Group reviewed the program once more so that the County would not have to wait until March 2025 reporting for a determination. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Bucks County Program Nos.: 37-40, 42
- Butler County Program Nos.: 5-7
- Cambria County Program No. 2
- Carbon County Program No. 2
- Chester County Program Nos.: 14, 34-36; 38-39

Commissioner Robert Postal made a motion to approve the resolution as presented. Erin Dalton seconded the motion. Commissioner Kevin Boozel abstained from the vote for Butler County only

(all programs); otherwise, he voted yea. The motion was approved by a majority of the Trustees in attendance.

RESOLUTION NO. 3 – SEPTEMBER 16 REPORTS: CRAWFORD, CUMBERLAND, DELAWARE, ELK, ERIE AND FRANKLIN COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Crawford, Cumberland, Delaware, Elk, Erie, and Franklin Counties. During the presentation, Chair Tom VanKirk noted that Erie County Program No. 11 had been appealed to the DRC, which upheld the Trust’s original decision with a friendly amendment allowing the Board to review the program for partial compliance at a later time. Erie County then evaluated the portion of the program addressing OUD and resubmitted it at 75% of the original funding. Chair VanKirk shared that the Working Group reviewed the program once more to provide a timely response, ensuring the County did not have to wait until March 2025 reporting for a determination. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Crawford County Program Nos.: 1-3
- Cumberland County Program Nos.: 2-4; 6
- Delaware County Program Nos.: 23-26; 29-32
- Elk County Program Nos.: 4-5; 7
- Erie County Program No.: 11
- Franklin County Program No.: 2

Erin Dalton made a motion to approve the resolution as presented. Tumar Alexander seconded the motion. The motion was approved unanimously by the Trustees in attendance.

RESOLUTION NO. 4 – SEPTEMBER 16 REPORTS: INDIANA, LANCASTER, LAWRENCE, LEHIGH, LUZERNE, MERCER AND MONROE COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Indiana, Lancaster, Lawrence, Lehigh, Luzerne, Mercer, and Monroe Counties. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that

met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Indiana County Program Nos.: 2-4
- Lancaster County Program Nos.: 7-9
- Lawrence County Program Nos.: 9; 11
- Lehigh County Program Nos.:5-8
- Luzerne County Program Nos.: 2-3
- Mercer County Program Nos.: 12-13
- Monroe County Program Nos.: 3-7

Commissioner Kevin Boozel made a motion to approve the resolution as amended. Shea Madden seconded the motion as amended. The motion, as amended, was approved unanimously by the Trustees in attendance.

RESOLUTION NO. 5 – SEPTEMBER 16 REPORTS: NORTHAMPTON, PERRY, PHILADELPHIA COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Northampton, Perry, and Philadelphia Counties. Counsel Jayson Wolfgang, from Buchanan Ingersoll & Rooney, shared that no recommendation was made on Philadelphia County Program No. 73, as it consists of individual grants that were later reported separately. Chair Tom VanKirk explained that, similar to Philadelphia County's March 15, 2024, report, the County had yet to report on the portion of the total funds paid to the Scattergood Foundation as administrative expenses. Therefore, only the individual programs that received grant funding were being acted upon by the Trust.

Commissioner Kevin Boozel shared that Philadelphia County Program Nos. 77-78, 80, 87, 90, 92-108, 110, and 114 were recommended as non-compliant due to insufficient information to establish a demonstrated connection to OUD, and they did not appear to be sufficiently related to OUD treatment or prevention. Tumar Alexander asked whether the non-compliance recommendations due to insufficient information were a result of additional information being requested from Philadelphia County without a response. Briana Anderson, the Opioid Trust Administrative Director, confirmed that Philadelphia County was given the opportunity to amend their September 16 Report to include information on the Scattergood Foundation but, as of the time of the public meeting, chose not to do so.

Chair Tom VanKirk emphasized that the Working Group made several attempts to work with Philadelphia County to obtain more information on their programs, but to no avail. He noted that most of the programs made no mention of a connection to OUD prevention or treatment. Chair Tom VanKirk recommended that Philadelphia County work with the Scattergood Foundation to gather the necessary information from grantees to improve the quality of their reporting in the future.

Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Northampton County Program Nos.: 8-9
- Perry County Program Nos.: 2-4
- Philadelphia County Program Nos.: 81, 85, 91, 111-112, 115

Commissioner Robert Postal made a motion to approve the resolution as presented. Senator Christine Tartaglione seconded the motion. The motion was approved unanimously by the Trustees in attendance.

Chair VanKirk then requested the following resolution:

AND FURTHER RESOLVED, that, the Board of Trustees of the Trust, based on the recommendations of the Working Groups, hereby disapproves the following programs as non-compliant with the applicable settlement terms as set forth in Exhibit E:

- Philadelphia County Program Nos.: 77-78; 80; 87; 90; 92-108; 110; 114

Commissioner Kevin Boozel made a motion to approve the resolution as presented. Senator Christine Tartaglione seconded the motion. Tumar Alexander abstained from the vote for Philadelphia County only (all programs); otherwise, he voted yea. The motion was approved by a majority of the Trustees in attendance.

RESOLUTION NO. 6 – SEPTEMBER 16 REPORTS: PIKE, POTTER, SNYDER, SOMERSET, SUSQUEHANNA AND UNION COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Pike, Potter, Snyder, Somerset, Susquehanna, and Union Counties. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Pike County Program No.: 3
- Potter County Program No.: 8
- Snyder County Program No.: 2
- Somerset County Program Nos.: 9-16
- Susquehanna County Program Nos.: 2-4
- Union County Program No.: 1

A correction was made to the motion clarifying that the resolution includes the approval of Susquehanna County Program Nos. 2-4. Commissioner Kevin Boozel made a motion to approve the resolution as amended. Commissioner Robert Postal seconded the motion as amended. The motion, as amended, was approved unanimously by the Trustees in attendance.

RESOLUTION NO. 7 – SEPTEMBER 16 REPORTS: VENANGO, WESTMORELAND, WYOMING AND YORK COUNTY

The Working Group leaders then summarized the recommendations of their respective Working Groups for the programs reported by Venango, Warren, Wayne, Westmoreland, Wyoming, and York Counties. During the presentation, Commissioner Kevin Boozel shared that Westmoreland County Program No. 12 was recommended as non-compliant due to insufficient information to establish a demonstrated connection to OUD. Chair VanKirk then requested the following resolution:

RESOLVED, that, the Board of Trustees of the Pennsylvania Opioid Misuse and Addiction Abatement Trust (the “Trust”), based on the recommendations of the Working Groups that met and reviewed the follow-up reports from Counties, hereby approves the following programs as compliant with the applicable settlement terms as set forth in Exhibit E described and incorporated into the July 12, 2022 Order of the Commonwealth Court that created the Trust:

- Venango County Program No.: 2
- Wayne County Program No.: 2
- Wyoming County Program No.: 2

- York County Program Nos.: 13-18

AND FURTHER RESOLVED, that, the Board of Trustees of the Trust, based on the recommendations of the Working Groups, hereby disapproves the following programs as non-compliant with the applicable settlement terms as set forth in Exhibit E:

- Westmoreland County Program No.: 12

Senator Christine Tartaglione made a motion to approve the two-part resolution as presented. Erin Dalton seconded the motion. The motion was approved unanimously by the Trustees in attendance.

Chair Tom VanKirk noted that the spreadsheet, including today's decisions, will be uploaded to the Trust's website following the meeting.

Resolution Authorizing December 2024 Distributions to Participating Subdivisions

Chair Tom VanKirk stated that pursuant to paragraph V.D.6. of the Order of the Commonwealth Court entered July 12, 2022, as amended October 15, 2024 ("the Amended Trust Order"), "the Board of Trustees shall distribute Trust Funds it holds in trust less the minimum amount needed to maintain its account for holding such Trust Funds ... on or about...December 15 of each year for Trust Funds to be distributed from the County Abatement and Litigating Subdivision Accounts."

On August 28, 2024, the Board of the Trust, consistent with paragraph V.D.2. of the Trust Order, provided each Participating Subdivision a spreadsheet of the estimated distribution to be made to each County and Litigating Subdivision in December 2024. This notice was subsequently recalculated and updated to include Wave II distributions pursuant to the approval by the Commonwealth Court of the Amended Trust Order. A revised notice and spreadsheet were provided to all Participating Subdivisions on November 4, 2024.

Chair Tom VanKirk indicated that he would entertain the following motion to authorize the distribution of Trust funds on or before December 15, 2024:

RESOLVED, that, based on spreadsheet calculations prepared by the Trust's accountant, Maher Duessel, included in the materials distributed to members of the Board of Trustees ("Board") for this meeting, the Board hereby authorizes distribution of Trust funds substantially similar thereto to the Counties and Litigating Subdivisions identified therein with such distributions to occur on or before December 15, 2024 in accordance with paragraph V.D.6. of the Order of the Commonwealth Court entered July 12, 2022.

Commissioner Kevin Boozel made a motion to approve the resolutions as presented. Commissioner Robert Postal seconded the motion. The motion was approved unanimously by the Trustees in attendance.

Chair Tom VanKirk shared that in December the Trust will be distributing a total of \$176 million from the Wave II settlements, and that the first three payments under Wave I totaled \$144 million. As a result, the Participating Subdivisions will have received more than \$390 million in total

following the December 2024 distribution. Chair VanKirk also noted that included in the \$176 million from Wave II is a substantial one-time payment from Walmart, which is subject to a different expenditure deadline of 42 months, as outlined in the Amended Order.

Resolution Authorizing 2025 Estimated Costs for County Commissioners Association of Pennsylvania

On March 30, 2023, the Trust, through its Board, approved the engagement of the County Commissioners Association of Pennsylvania (“CCAP”) to serve as the Trust’s administrator. Chair Tom VanKirk shared that CCAP was chosen as the best fit due to the Counties and Litigating Subdivisions receiving the majority of the opioid settlement funds. He expressed appreciation for the quality of CCAP’s work as the administrator, noting that the job has expanded as the Trust has continued to evolve.

Lisa Schaefer, CCAP Executive Director, began CCAP’s presentation of its 2025 estimated costs under the existing Master Services Agreement (“MSA”) by first expressing gratitude for the ongoing relationship between CCAP and the Trust. She explained that the administrative responsibilities have steadily increased. To accommodate this growth, CCAP proposed adding a full-time administrative support position to assist with meeting logistics, data entry, tracking, and other support tasks for the Opioid Trust Administrative Director. Lisa Schaefer emphasized that the work has expanded beyond the capacity of a single individual, and the addition of this position would ensure the Trust is fully and appropriately supported. She confirmed that CCAP is not changing the scope of work under the current services agreement but is proposing to add another employee to fulfill these duties. Chair Tom VanKirk expressed his support for the additional administrative resource.

Lisa Schaefer then presented a second proposal from CCAP, outside the current MSA, for the creation of a new contracted position to serve as a County Opioid Liaison. This role would act as an intermediary between the beneficiaries and the Trust, ensuring alignment of goals, effective communication, and guidance on the use of opioid settlement funds in compliance with the national opioid settlements, including Exhibit E. She explained that CCAP already has a model for hiring contracted employees and that this position would be a short-term resource for approximately two to three years. Lisa Schaefer noted that if the proposal is approved, CCAP would return with a scope of work outlining the responsibilities for this role. Chair Tom VanKirk stated that the Trust can have further discussions once the scope of work is developed but emphasized that it is important for CCAP to begin working on the proposal promptly. He also noted that this position would be particularly helpful in the coming years, facilitating interaction among the beneficiaries, sharing best practices, and working to improve reporting.

Chair Tom VanKirk indicated that he would entertain a motion to approve CCAP’s proposal:

RESOLVED, that, the Pennsylvania Opioid Misuse and Addiction Abatement Trust hereby approves the estimated costs for administrative services provided by the County

Commissioners Association of Pennsylvania for 2025, including the addition of a County Liaison position through at least 2027.

Shea Madden made a motion to approve both of the above resolutions as presented. Senator Christine Tartaglione seconded the motion. Commissioners Kevin Boozel, Gene DiGirolamo, and Robert Postal abstained from the vote. Commissioner Robert Postal expressed support for the County Opioid Liaison position but inquired whether the position's duration should be specified in the motion, suggesting it be extended through 2027. Chair Tom VanKirk sought input from Lisa Schaefer on the proposed amendment to the resolution. She responded that CCAP would be happy to support whatever timeline the Trust decides, whether it involves reviewing the position on an annual basis or establishing a specific term. Commissioner Kevin Boozel indicated that this position is a much-needed resource for the Counties and expressed hope that it would facilitate important work, such as hosting events to connect Counties and cataloging resources. Chair Tom VanKirk then asked Shea Madden and Senator Christine Tartaglione if they supported amending the resolution to extend the position through 2027, with the Trust reconsidering the role at that time. Shea Madden and Senator Christine Tartaglione supported the amendment as presented. The motion, as amended, was approved by a majority of the Trustees in attendance.

New Business

Chair Tom VanKirk noted that the Trust's meeting dates for 2025 have been scheduled to align closely with those of 2024. The proposed dates are February 13, May 8, August 21, and November 20, 2025. Senator Christine Tartaglione mentioned that November 20, 2025, would be a challenging date for her and requested a change. Chair VanKirk proposed moving the meeting to November 13, 2025, and asked the Trustees to confirm if these dates work for them. He also suggested hosting an informational retreat for the Trustees and their representatives. This informational retreat would likely take place in January in Harrisburg, and Chair Tom VanKirk encouraged the Trustees to attend in person if possible. He emphasized that a few Trustees had proposed this informational retreat, and he agreed it was a good time to reconvene and ensure everyone is on the same page regarding the Trust's objectives.

Chair VanKirk thanked everyone for their hard work and invited any further comments. Commissioner Kevin Boozel shared that this process has been a tremendous learning experience and has required more time than he initially anticipated, adding that he appreciates the efforts of everyone involved. He emphasized that the guidance provided to Counties from the Trust's Technical Advisory Group ("TAG") is based on the information provided by the Counties, which can change if additional or different information becomes available during reporting. He noted that with the inclusion of the Litigating Subdivisions, more support will be needed and expressed his gratitude for the approval of the CCAP proposal. Commissioner Boozel also suggested that if a Trustee is unable to participate regularly, they should be excused, as there are only 13 members on the Board. He highlighted the importance of full participation. Chair VanKirk thanked Commissioner Boozel for his comments, acknowledged the time-consuming nature of the work,

and expressed his appreciation for the Counties' efforts. Chair VanKirk also noted that the high number of approvals today reflects the Counties' learning and the implementation of the Trust's recommendations. He also thanked the Office of Attorney General and the Department of Drug and Alcohol Programs for their contributions.

Chair VanKirk then adjourned the meeting at 1:16 PM.