<u>Colorado Opioid Abatement Council (COAC)</u> <u>Regional Council Roster Certification Policy</u>

I. Purpose

This policy provides guidance to Regional Opioid Abatement Councils regarding the council certification requirements set by the Colorado Opioid Settlement Memorandum of Understanding.

II. Executive Summary

According to the MOU section C, the General Abatement Fund Council, hereafter referred to as the Colorado Opioid Abatement Council (COAC), is responsible for ensuring the distribution of Opioid Funds complies with the terms of any Settlement and to provide oversight of the Opioid Funds in accordance with the terms of MOU.

Regional Councils are responsible for the distribution and oversight of Opioid Settlement Funds from the Regional Share and must comply with the terms of the MOU to receive Opioid Settlement Funds. Regions are required to identify the voting members of their councils and designate a fiscal agent to the COAC and re-certify whenever there are changes in their rosters.

III. Certification Requirements

Regional Certifications must include the names and affiliations of the Regional Council's members and the designated fiscal agent. Certifications shall be submitted in a simple form adopted by the Region. Certifications sent via email must be sent to the <u>opioids@coag.gov</u> email address.

IV. Re-Certification Requirements

Regions must confirm that they have submitted a current certification to the COAC when submitting any 2-year plan, plan amendment, or expenditure reporting.

V. Voting Member Eligibility

All Regional Council voting members must be employees or elected officials of Participating Local Governments within the Region.

VI. Changes in Voting Members

Appointments and any other change in voting membership in any Regional Council shall be communicated in writing within 60 days to the Colorado Department of Law Opioid Response Unit as the designated administrative support of the COAC.



VII. Non-Voting Members

Regional Councils are not required to submit renewed certifications due to changes to nonvoting membership.

<u>Governing Language from the Colorado Opioid Settlement Memorandum of</u> <u>Understanding</u>

Section F (5)

Each Region must create its own Regional Council while giving consideration to the regional governance models illustrated in Exhibit G. The Regional Council must be formed by the Participating Local Governments within the Region and each Regional Council shall designate a fiscal agent for the Region. Regional fiscal agents shall be county or municipal governments only. All funds from the Regional Share shall be distributed to the Regional Council's identified fiscal

agent for the benefit of the entire Region.

- a. Subject to this Section F(5), each Region may draft its own intra-regional agreements, bylaws, or other governing documents to determine how the Regional Council will operate. However, each voting member of a Regional Council shall be an employee or elected official of a Participating Local Government within the applicable Region. In the case of Denver, the voting members of its Regional Council shall be appointed by the Mayor. In the case of Broomfield, the voting members of its Regional Council shall be appointed by the Broomfield City and County Manager.
- b. The Region shall not receive any Opioid Funds from the Regional Share until the Region certifies to the Abatement Council that its Regional Council has been formed and a fiscal agent has been designated. Such certification shall be in a simple form adopted by the Region and may be made via email, so long as it includes the names and affiliations of the Regional Council's members and the designated fiscal agent.
- c. If a Region does not form and certify its Regional Council and designate its fiscal agent within one-hundred and eighty (180) days of the Effective Date, the Abatement Council shall appoint members to the Region's Regional Council. Regional Council members appointed by the Abatement Council shall serve until the Region certifies the formation of its Regional Council to the Abatement Council.
- d. A Region shall submit a renewed certification required by Section (F)(5)(b), above, when its membership changes.
- e. If a membership vacancy exists on a Regional Council for more than ninety (90) days and the Regional Council is unable to fill the vacancy by its regular procedures during that time, the Abatement Council shall appoint a replacement member to serve until the Region fills the vacancy.

As the designated administrative support for the Colorado Opioid Abatement Council, the Opioid Response Unit developed this document on behalf of the COAC. Please email <u>Opioids@coag.gov</u> if you have any revisions or questions.

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Approval

The Colorado Opioid Abatement Council approved the Regional Roster Certification Policy via unanimous vote on February 1st, 2023.

Turlip J. Weise

Colorado Attorney General Philip J. Weiser Colorado Opioid Abatement Council Chair

Signature Date: <u>4/24/2023</u>

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