

San Mateo County -Overdose Prevention Coalition Steering Committee Meeting

October 14, 2025, SamTrans Headquarters, 4th Floor Conference Room, 12:30-2:30 PM

Host: Omar Brown, Acting Deputy Director, Safety & Security, SamTrans

Facilitator: Dr. Ronni Brown-Senior Community Health Planner-Overdose Education and Response

Members Present: Brian Greenberg, Jorge Quezada Flores, Todd Henderson, Diana Reddy, Eamonn Hartmann, Gil Perez, Jackie Almes, Mary Bier, Mary Taylor, Corina Chung, Judith Modlen, Marc Rappaport, Mira Shamel, Omar Brown, Rondel Davis, Edith Cabuslay, Ronni Brown, Marc Karandang.

Number in attendance 18.

Quorum required 16.

Members Absent: Cameron Christensen, Diana Campos-Gomez, Isabelle Valderrama, Jared Thomas, Lea Tillier, Nicholas Colucci, Laurence Boone, Phobe Flores, Marika Buchholz

Members Resigned: Maureen Anchondo

Guest: Juan Betancourt

Welcome:

Ronni welcomed the Steering Committee members to the Fall meeting.

Community and Committee Updates:

Steering Committee members shared the following events that occurred since the August meeting:

- 2nd Annual H.O.P.E Memorial Walk and Resource Fair took place on Saturday, August 30th. Rondel Davis, Founder of H.O.P.E. (Healing, Overdose Prevention, and Education) shared that two hundred participants gathered and walked in silence in remembrance of loved ones lost from overdose. The event included 27 resource tables and overdose prevention education and the distribution of 500 units of naloxone.
- 2025 Cutting Edge Advocacy Award. Gil Perez, Personal Counselor, College of San Mateo (CSM) shared that the student leaders he supervises were honored with the Cutting-Edge Advocacy Award at the 2025 Active Minds Conference in Washington D.C. This award is given to an Active Minds chapter that embodies creativity and innovation in providing mental health advocacy programming to their

campus community. The students created a storytelling project to promote suicide awareness and promote open conversations about mental health.

- 2025 Fentanyl Awareness and Action Summit took place on Thursday, September 4th. Mira Shamel and Ronni Brown attended this event hosted by the Sacramento County Opioid Coalition. Mira shared that this event included presentations on treatment strategies, living with loss, new developments in treatment strategies and harm reduction, and the co-occurrences of HIV, HCV, STIs and overdoses presented by law enforcement, medical professionals, impacted families, and those with lived experiences.
- Meet and Greet Socials that took place on September 9, 16, 23 at allcove San Mateo, SamTrans Headquarters, and San Mateo County Behavioral Health and Recovery Services Office. Ronni Brown shared that the events were successful with a combined attendance of 36 community members. The events helped to recruit for the coalition's general membership and provided an opportunity for Steering Committee members to socialize with one another. Diana Reddy shared that the event at SamTrans was extremely well attended.
- Naloxone Stand Box program. Ronni Brown, Senior Community Health Planner, shared that The San Mateo County Behavioral Health and Recovery Services Department, Alcohol and other Drug Division is now accepting applications for free Naloxone Stand Boxes (NSBs) [Naloxone Stand Box \(NSB\) Request](#) and asked Steering Committee members to share this program with their respective organizations to increase the public's access to naloxone.

Ronni provided an update to the Steering Committee Roster.

- Maureen Anchondo submitted her resignation as a member of the Steering Committee.

Voting:

August 12th Minutes: Mary Taylor put forth a motion to approve the meeting minutes, Mary Bier seconded the motion, and the meeting minutes were approved by a majority vote of the committee.

The Coalition Charter vote was postponed due to proposed edits identified below. A request for vote will be put forth via email after the discussed edits are incorporated into the charter.

Coalition Charter:

Ronni Brown requested that the committee review the following sections of the Overdose Prevention Charter draft that outline the frequency of meetings for the Steering Committee and General Members:

- Article 5-SMC OPC Structure (Section 1-C. Steering Committee Meetings, page 3) The Steering Committee of the SMC OPC will hold business meetings on the 2nd Tuesday of every other month, for a total of 6 meetings per year.
- Article 5-SMC OPC Structure (Section 2-B. General Membership Meetings, page 4) The General Membership meetings will be held after the Steering Committee meetings on the 2nd Tuesday of every other month, for a total of 6 meetings per year.
- Article 6-SMC OPC Structure (Section C. Action Team Committee Meetings, page 4). Action Teams will meet monthly or bi-monthly as the Action Team Chair deems necessary, with these meetings held separately and at a different date, from the Steering Committee and general membership meetings.

Ronni asked members if they felt that meetings every other month were sustainable and if this frequency could disrupt the time needed for action teams to make forward progress on the strategic priorities of the coalition.

Coalition members agreed to change meeting frequency from 6 times per year to 4 times per year starting February 2026 on the 2nd Tuesday of the month.

The following members provided additional suggestions:

- Mary Taylor-Start quarterly meetings in 2026 with meetings in February, May, August, November.
 - The February, August, and November meetings will be tandem Steering Committee and General Membership meetings.
 - The May meeting will be a stand-alone Steering Committee planning meeting.
- Edith Cabuslay-Provide a visual (table) calendar of meetings for 2026
- Edith Cabuslay, Mary Bier, and Jorge Quezada Flores-Consider moving meeting times to late afternoon/early evening to increase general membership attendance.
 - Starting times suggested ranged from 4:30-6:00 pm. They also suggested including a question about “best meeting times” in the Interest Form Survey application for General Members.
- Diana Reddy-Consider holding some meetings both virtually and in-person.

Action Teams:

Ronni Brown revisited Action Team Development tabled at the August 12th meeting. She presented findings from the August 12th post-meeting survey that asked Steering Committee members to identify 4 priority action teams from the following list:

- Outreach and Education
- Data and Research
- Prevention and Harm Reduction

- Treatment, Recovery, and Support Navigation
- Homelessness and Vulnerable Populations
- Youth and Schools.

The survey results from the Steering Committee (n = 16) identified the following four priority action teams:

- Data and Research
- Prevention and Harm Reduction
- Treatment, Recovery, and Support Navigation
- Youth and Schools

Attendees of the Meet and Greet Socials were also asked to identify 4 priorities of the Overdose Prevention Coalition from the same list. The attendees (n = 36) identified the following five priority activities, (note, there were ties for the 2nd and 3rd priority activities)

- Outreach and Education
- Prevention and Harm Reduction
- Treatment, Recovery, and Support Navigation
- Homelessness and Vulnerable Populations
- Youth and Schools.

Mary Taylor recommended that the term “harm reduction” be replaced with “overdose prevention” due to terminology changes by SAMSHA.

The committee debated whether Data and Research should be a separate action team or an activity embedded within each action team.

Edith Cabuslay, Marc Karandang, and Mary Bier recommended that additional data and a coalition logic model would assist in selecting Action Teams for the coalition.

The committee decided to break into 3 subgroups to further discuss action team development and prioritize preferences. The committee reconvened and identified 2 Action Teams, focused on the following priority populations:

- Youth and Schools
- Unhoused and Vulnerable Populations.

The committee agreed, by majority, that each of these Teams would be guided by data and research and would focus on outreach/education, prevention, and treatment recovery and support navigation.

Officer’s Nomination:

The following Steering Committee members put forth their nominations for the following leadership positions:

- Omar Brown-Co-Chair
- Marc Rappaport-Co-Chair

- Mira Shamel-Secretary
- Marika Buchholz-Action Team Chair, Unhoused and Vulnerable Populations (Marika sent letter of intent, read by Ronni Brown, sent in her absentia)
- Todd Henderson-Action Team Co-Chair, Unhoused and Vulnerable Populations
- Jorge Quezada Flores-Action Team Co-Chair, Unhoused and Vulnerable Populations
- Mark Karandang, Action Team Chair, Youth and Schools
- Mary Bier, Action Team Co-Chair, Youth and Schools

We agreed to have both Chairs and Co-Chairs of the Action Teams based upon the internal capacity and interest of the Steering Committee members.

We voted, based on “anyone opposed” as the number of nominations did not exceed the number of positions. There were no opposed votes, and the above individuals were elected to these respective positions.

General Membership Meeting November 4th Planning:

We discussed the upcoming virtual General Membership Meeting.

Ronni Brown reviewed that General Members are anyone who live, work, or engage in the communities of San Mateo and who are aligned with the mission and vision of the coalition and must complete the online interest form [Become an Overdose Prevention Coalition Member! Help Create a Safer San Mateo and Reduce Drug Overdoses in Our Community. Survey](#). Members who have completed this interest form have been sent meeting details and Zoom link for the November meeting.

We discussed a tentative outline for the presentation to include:

- Who We Are/Share Focus Group Process and Data-Ronni
- State and Local Overdose Data-Eamonn
- Letter from Youth-Marc Rappaport and Jackie Almes
- Polling best meeting times for future meetings
- Break out Sessions for 2 Action Teams-Led by Action Team Chairs and Co-Chairs

Next Steps:

Calendar of meetings for 2025-2026

Revisions to Overdose Prevention Charter and sent out to Steering Committee members for electronic vote

Planning November 4th General Membership Meeting

Closing:

Meeting was adjourned at 2:30 pm.