

Key Questions for a Municipal Opioid Prevention Response Plan

This page helps municipal leaders ask practical questions, identify priorities, and build a coordinated opioid overdose prevention response plan that fits local needs. Use these questions to guide planning, bring key partners together, and create a stronger, healthier community.



Clarify Leaders and Partners



Who will lead, coordinate, and champion the work?

Municipal government can do more than support individual activities. It can lead, coordinate, and convene partners so overdose prevention remains a shared civic priority. By bringing the right people together, setting direction, and supporting accountability, municipalities can align departments, engage community partners, and build a coordinated, practical, and sustained local response.



Key Questions and Helpful Tips

Who will lead, coordinate, and champion the work?

- Consider the Mayor's Office or a designated lead department to provide visible leadership, set direction, and keep the work on track.
- Identify a staff person or small team to coordinate day-to-day activities and communication.
- Use existing structures such as a Local Prevention Council, prevention coalition, or opioid overdose task force to guide the work.



Which municipal departments need to be involved?

- Include departments that touch prevention, response, and recovery (e.g., public health, police/EMS, parks and recreation, housing, youth services, finance, legal, communications, and community development).
- Invite department leaders to participate in planning and implementation.
- Define clear roles and responsibilities for each department.



Which community partners, healthcare providers, schools, faith groups, housing partners, and people with lived experience should be at the table?

- Engage a broad and diverse group of partners who can inform strategies, reach priority populations, and support implementation.
- Include people with lived experience to ensure the plan reflects real-world insights and is culturally responsive.
- Build on existing coalitions and networks rather than starting from scratch.



Evidence of Success

These examples show what effective leadership and partnership look like in practice:

- **Coalition charter.** A written document outlining the group's structure, membership, goals, and working agreements.
- **Clear statement of purpose.** A shared understanding of what the group aims to achieve and why it matters.
- **Defined roles and responsibilities.** Clear expectations for who will lead, coordinate, support, and take action.
- **Regular meeting schedule and shared agenda.** A consistent time to meet, with a focused agenda and follow-up on action items.
- **Clear communication and decision-making process.** An agreed-upon process for sharing information, making decisions, and keeping all partners informed.

