



## **ADOPTED – REGULAR MEETING MINUTES**

**COMMITTEE:** Citizens Advisory Committee on Health and Human Services (CAC/HHS)

**MEETING DATE and TIME:** August 11, 2022 at 9:00 AM

**MEETING LOCATION:** Virtual & First Floor Conference Room – 2300 Vista Parkway, West Palm Beach, FL 33411

**PERSON PRESIDING:** Dr. Merlene Ramnon (Chair) (IP)

**REGULAR MEMBERS IN ATTENDANCE: “Virtual” = (V) & “In-Person” = (IP):** Dr. Christine Koehn (IP) Dr. Thomas Cleare (V), Randy Palo (IP), Dr. Constance Siskowski (IP), Inger Harvey (IP), Elisa Cramer (IP), Anne Caroline Valtin (V)

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Dr. Barbara Cox Gerlock (IP)

**OTHERS IN ATTENDANCE:** James Green (IP), Taruna Malhotra (IP), Helene Hvizd (V), Stessy Cocerez (IP), Adam Reback (IP), Maybe Alfau (IP), Meghan Parnell (IP), Patrick McNamara (IP), Carolina Alcalá (V), Jill Singer (V), Jodie Boisvert (V), Louis Ferri (V), Dannie Matevia (V), Marsha Martino (V), Ashley Pfister (V), Lauren Scirrotto (V), Stacey O’Brien (V), Patty Isola (V), Renee Constantino (V), Cristobal Perez (V), Darlene Williamson (V), Ann Berner (V), Rebecca Reinsburrow (V), Shea Spencer (V), Norma Wagner (V), Jennifer Rey (V)

**DISCLOSURES:** Dr. Constance Siskowski is employed by the American Association of Caregiving Youth (AACY), which is a recipient of Financially Assisted Agencies (FAA) funding.

**CHAIR & STAFF COMMENTS:** Dr. Ramnon took a moment to thank everyone who was present in person and virtually.

### **CONSENT ACTIONS OF MEETING**

**Agenda Item: 2.A/B. Additions, Deletion, Substitutions / Adoption of Agenda**

**Discussion:** Add PDIC Update as an agenda item under Regular Business

**Action Taken:** Motion was made to approve the agenda by Dr. Christine Koehn. Second by Dr. Merlene Ramnon. All in favor, motion passed.

### **REGULAR BUSINESS- ACTIONS OF MEETING**

**Agenda Item: 3.A. Adoption of CAC/HHS Membership Process Committee Meeting Minutes (May 12, 2022 and May 19, 2022)**

**Discussion:** Dr. Christine Koehn requested a change to be made to the May 12, 2022 minutes: under Other Business, 4.D. Good News item, last bullet, ensure the section clarifies that FoundCare is the organization that will be opening the new health center in Rivera Beach. The new initiative will allow FoundCare to expand and offer primary care services.

**Action Taken:** Motion was made by Dr. Christine Koehn to approve the May 12, 2022 minutes with the edits suggested. Second by Elisa Cramer All in favor, motion passed. Motion was made to approve the May 19, 2022 minutes by Dr. Merlene Ramnon. Second by Inger Harvey. All in favor, motion passed.

## **REGULAR BUSINESS**

### **Agenda Item: 3.B. Community Health Assessment Summary Presentation (Carolina Alcalá)**

- Carolina Alcalá from the Health Council of Southeast Florida gave a presentation on the Palm Beach County 2022 Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) and provided information on how Palm Beach County can improve the quality of health for its residents.
- Ms. Alcalá provided a brief introduction on the Health Council of Southeast Florida including who they are, what they do, and the CHA and the CHIP processes. Ms. Alcalá also shared several statistics from the reports on Morbidity, Mortality, Maternal Health, Mental and Behavioral Health, and Health Insurance and she informed the attendees on findings from the focus groups, key informant interviews, and the local public health system as a whole.
- The CHIP priority areas were identified as Chronic Disease Prevention and Self-Management, Mental and Behavioral Health, and Access and Linkage to Health and Human Services.
- Ms. Alcalá ended her presentation with a call to action and explained various ways the community stakeholders could get involved in these efforts.
- Dr. Merlene Ramnon opened the floor for any questions or comments.
  - Dr. Constance Siskowski asked about the impact that mental and behavioral health has had on the relationship between adults and children. Ms. Alcalá responded that the measurement of the impact is not being collected as promptly or as specifically as they would like so this limits the data available for them to rely on to compose a much more strategic assessment and plan.
  - Dr. Constance Siskowski asked if Tele-Med visits or mobile physician's services counts towards the data for health visits due to the impact and challenges that COVID-19 brought on. Ms. Alcalá confirmed that they do count.
  - Dr. James Green asked if the data for uninsured persons is being counted since Palm Beach County has a higher rate than the Florida. Ms. Alcalá needed to confirm and stated she would follow up once she receives an answer. Dr. Thomas Cleare mentioned that oftentimes the surveys do not include the uninsured and that can also affect the data.
  - Dr. Barbara Cox Gerlock asked if the goals outlined for mental and behavioral health would guide the new Notice of Funding Opportunity (NOFO). Dr. James green confirmed that they would be considered when identifying the strategic priorities.

## **REGULAR BUSINESS**

### **Agenda Item: 3.C. Person-Centered Recovery-Oriented System of Care (Patrick McNamara)**

- Patrick McNamara from the Palm Health Foundation gave a presentation on the Person-Centered Recovery-Oriented System of Care.
- Mr. McNamara emphasized the importance of mental health and substance use. The overarching goal surrounding the mental health and opioid crisis in the County is to address the issues as best as possible and bring about positive change.
- Mr. McNamara gave a brief overview of the Be Well PBC initiative, which is a movement to advance behavioral health and wellness for all.
- Additional questions and comments were made by the committee members and staff.
  - Elisa Cramer and Dr. Christine Koehn thanked Mr. McNamara on his work and presentation. Both stated that they look forward to the opportunity of alignment.
  - Dr. Barbara Cox Gerlock asked if there was a plan to address the issue of duplicate funding from clinical services within the System of Care. Mr. McNamara stated that there was still a lot of ground to be covered within the behavioral and mental health spectrum.
  - Dr. James Green and Taruna Malhotra also mentioned the difficulties that have been encountered when attempting to engage the community on the opioid epidemic and they reiterated that the County would continue to work with the business community and other large firms.

## **REGULAR BUSINESS**

### **Agenda Item: 3.D. Financially Assisted Agencies (FAA) Notice of Funding Opportunity (NOFO) Update (Taruna Malhotra)**

- Taruna Malhotra stated that in July, the Board of County Commissioners preliminarily approved an increase of 3% for FAA funding.
- Ms. Malhotra also provided an update on what the staff will be working on next:
  - The new NOFO is coming up and it will include more depth into the mental and behavioral health services within the system of care.
  - There will be a “mini” NOFO for the unallocated funds and the remaining dollars will come from difference sources such as Ryan White and Community Action

## **REGULAR BUSINESS**

### **Agenda Item: 3.E. CAC Membership Matrix, Recruitment, Reappointment (Dr. Merlene Ramnon)**

- Dr. Merlene Ramnon introduced Aruna Gilbert’s application to the rest of members.
- Dr. Christine Koehn highlighted some key points within Ms. Gilbert’s application; specifically her area of expertise in early childhood and how she can bring value, experience, and knowledge to the committee.
- Randy Palo also spoke on the importance of Aruna Gilbert’s early childhood experience and the kind of resources and information that it can potentially bring to the committee.
- Furthermore, Stessy Cocerez informed the members that the agenda item for Dr. Merlene Ramnon and Dr. Thomas Cleare’s reappointments is still set to go to the Board of County Commissioners on September 13, 2022. As long as everything is approved, the members will continue to serve on the committee seamlessly.
- There were additional membership applications submitted for consideration and as a result, Dr. Merlene Ramnon called an Executive Meeting for 8:15am on September 8, 2022.

## **REGULAR BUSINESS**

### **Agenda Item: 3.E. CAC Membership Matrix, Recruitment, Reappointment (Dr. Merlene Ramnon)**

**Discussion:** See bullet points above.

**Action taken:** Motion was made to approve Aruna Gilbert’s application as an ex-officio by Dr. Merlene Ramnon. Second by Dr. Christine Koehn. All in favor, motion passed.

## **REGULAR BUSINESS**

### **Agenda Item: 3.F. Membership Process Committee Update (Dr. Christine Koehn)**

- Dr. Christine Koehn shared that the Membership Process Committee met multiple times to update and properly construct the membership application and process. Dr. Koehn explained that one of the key components discussed during the meetings was to make sure that there is diversity within the areas of expertise.
  - The CAC/HHS membership process document was shared and Dr. Koehn commented on how much the document has been summarized to capture the main key elements.
  - Dr. Koehn explained how the Roles, Responsibilities, and Expectations document, as well as the Membership Questionnaire, were revised and updated.
  - Lastly, Dr. Koehn shared the Matrix Areas of Expertise document, which provides more detail on the categories within the current Matrix and should further assist the committee in the recruitment process.
- Additionally, Dr. Koehn asked the members for their opinion on whether Early Childhood Education and Care (child care) should be placed in the Education (Education & Training) category or in the Children & Family Services (Child & Youth Care) category. Dr. James Green suggested additional conversation to better align the Early Childhood Education expertise area.

## **REGULAR BUSINESS**

Agenda Item: **3.F. Membership Process Committee Update (Dr. Christine Koehn)**

Discussion: See bullet points above.

Action taken: Motion was made to approve the updated Membership Process packet with the exception of the placement of Early Childhood Education expertise area by Dr. Christine Koehn. Second by Randy Palo. All in favor, motion passed.

## **REGULAR BUSINESS**

Agenda Item: **3.G. Future Presentations**

- Dr. James Green informed the attendees of the upcoming Economic Mobility Summit on September 28, 2022. He briefly discussed the anticipated speakers, workshops, and topics for the Summit. Dr. Green encouraged the members to attend and participate.
- Stessy Cocerez shared the CAC Presentation Schedule and reiterated that the upcoming presentations will be centered on Behavioral Health and Substance Use in anticipation of the next NOFO.

## **REGULAR BUSINESS**

Agenda Item: **3.H. PDIC Update**

- Dr. James Green provided a summary of the updates that have been made to the Health and Human Services Element. It is set to be approved sometime in February 2023. The next step is to send out an Acknowledgment Form to all the participating stakeholders.

## **OTHER BUSINESS**

Agenda Item: **4.A. Staff Information Updates**

- Dr. James Green shared the following upcoming events/plans for the near future:
  - Unsheltered Homeless Convene on August 26, 2022
  - Initiative to bring more Medical Respite experts sometimes in early September
  - HIV Summit around September 23-26, 2022
  - Wendy Tippett will be recognized at the Homeless Coalition Luncheon on September 22, 2022 at 11:30am
- Taruna Malhotra added that the Summit is part of the unsheltered NOFO, which HUD recently announced; the Community Services Department will be applying for this grant. Ms. Malhotra also mentioned that there will be a 100-Day Challenge for clients in HIV community. The challenge will aim to include new landlords and housing options within the community.
- Stessy Cocerez shared that Mayor Anne Gerwig will be stepping down as the League of Cities representative. The CAC does not have to nominate anyone else, as the League of Cities will appoint a replacement. Ms. Charlotte Leonard will be the new representative from the City of Westlake. Stessy Cocerez shared Mayor Gerwig's resignation statement to the committee.
- Dr. James Green, Taruna Malhotra and the CAC members took a moment to thank Meghan Parnell for her years of service with the Community Service Department. Dr. Green and Ms. Malhotra presented Ms. Parnell with an appreciation plaque.

## **OTHER BUSINESS**

Agenda Item: **4.B. Member Comments to Non-Agenda Items**

- Dr. Merlene Ramnon invited everyone to an outreach event in the Town Square of the Glades on August 27, 2022 from 10 AM to 2 PM. The theme is Eat Well Live Well Family Fest.

## **OTHER BUSINESS**

Agenda Item: **4.C. Public Comments on Non-Agenda Items**

- None

**OTHER BUSINESS**

**Agenda Item: 4.D. Good News Items(s)**

- Taruna Malhotra introduced the new Strategic Planning, Research, and Evaluation team members – Adam Reback (Planner 2) and Maybe Alfau (Planner 1).

**OTHER BUSINESS**

**Agenda Item: 4.E. Potential Agenda Items for Future Meetings**

- Discussed during 3.G. Future Presentations.

**ACTIONS OF MEETING**

**Agenda Item: 5. Meeting Adjournment**

**Discussion:** None.

**Action Taken:** Motion was made to adjourn the meeting by Dr. Constance Siskowski. Second by Elisa Cramer. All in favor, motion passed.

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<b>DATE OF NEXT REGULAR CAC/HHS MEETING(S):</b>	<i>September 8, 2022 (9:00 AM)</i>	<b>&amp;</b>	<i>October 13, 2022 (9:00 AM)</i>
<b>DATE OF NEXT EXECUTIVE CAC/HHS MEETING(S):</b>	<i>September 8, 2022 (8:15 AM) if needed</i>	<b>&amp;</b>	<i>October 13 (8:15 AM) if needed</i>

*Finalized by Stessy Cocerez on September 1, 2022  
Prepared by Maybe Alfau on August 15, 2022*