



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: February 22, 2018 at 9:00AM

MEETING LOCATION: Basement Conference Room – 810 Datura Street, West Palm Beach, FL 33401

PERSON PRESIDING: Dr. Patrick Halperin (Chair)

REGULAR MEMBERS IN ATTENDANCE: Elizabeth Hernandez Cayson, Randy Palo, Barbara Jacobowitz, Anne Gerwig, Sandra Chamblee, Chief Deputy Michael Gauger, Dr. Christine Koehn

EX-OFFICIO MEMBERS IN ATTENDANCE: Dr. Barbara Cox Gerlock

OTHERS IN ATTENDANCE: Nancy Bolton, James Green, Taruna Malhotra, Meghan Parnell, Dawn Wynn, David Rafaidus, Stessy Cocerez, Vivian Blackmon-Taylor, Randy Paul, Sharon O'Neill, Bibi Baksh, David Lin (PB Hab Center), Marsha Guthrie (Children's Services Council), Lauren Sarrotto (Center for Child Counseling), Jennifer Rey (AVDA), Pam O'Brien (AVDA), Tessy LaCroix (AVDA), Donna Quinlan (United Way PBC), Karis Engle (Glade's Initiative), Debra Tendrich (Eat Better, Live Better), Seth Bernstein (United Way PBC), Helene Hvizd.

DISCLOSURES: None.

CHAIR & STAFF COMMENTS: Dr. Patrick Halperin recognized Chief Deputy Michael Gauger, who will be stepping down from his current role in the CAC, for his contribution to the committee; Chief Deputy Michael Gauger thanked everyone for their friendship and teamwork. Randy Palo also presented Dr. Patrick Halperin with a Certificate of Recognition.

CONSENT ACTIONS OF MEETING

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

Discussion: None.

Action Taken: Motion to approve the agenda by Elizabeth Hernandez Cayson. Second by Anne Gerwig. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.A. Adoption of CAC Regular Committee Minutes (October 12, 2017)*

Discussion: None.

Action Taken: Motion to approve the minutes by Elizabeth Hernandez Cayson. Second by Barbara Jacobowitz. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.B. Adoption of CAC Regular Committee Minutes (November 9, 2017)*

Discussion: None.

Action Taken: Motion to approve the minutes by Anne Gerwig. Second by Elizabeth Hernandez Cayson. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: 3.C. *Adoption of CAC Regular Committee Minutes (January 11, 2018)*

Discussion: None.

Action Taken: Motion to approve the minutes by Randy Palo. Second by Anne Gerwig. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS

Agenda Item: 3.D. *Nominations for CAC/HHS Chair and Vice Chair (David Rafaidus)*

- Dr. Patrick Halperin nominated Anne Gerwig for Chair; Ms. Gerwig accepted. Second by Sandra Chamblee. All in favor.
- Anne Gerwig nominated Randy Palo for Vice-Chair; Mr. Palo accepted. Second by Barbara Jacobowitz. All in favor.

REGULAR BUSINESS

Agenda Item: 3.E. *FAA RFP Update (Meghan Parnell)*

- Meghan Parnell introduced herself in her new role as Manager of Planning and Evaluation.
- Ms. Parnell briefly discussed the draft RFP document and the timeline.
- Ms. Parnell added that FAA is still looking for panel reviewers from the CAC; Elizabeth Hernandez Cayson expressed interest in Domestic Violence and Barbara Jacobowitz expressed interest in Homelessness.
- Taruna Malhotra noted that the number of proposals could not be estimated until after the mandatory Bidder's Conference. There is also a new Grievance Form attached to the Guidance document.
- Ms. Malhotra also added that program outcomes must align with the RFP Guidance priorities. Priorities will also guide the proposal rankings.
- Ms. Malhotra noted that dating violence and ages would be included in the guidelines under Domestic Violence; for Homelessness, there are currently no agencies serving unaccompanied youth due to legal complications.
- There was general discussion about further defining "Homelessness", the general restructuring of the application, considerations on changes to outcomes for Domestic Violence, and streamlining processes across the department and other organizations.
- Dr. Patrick Halperin suggested accepting and receiving the documents with comments made by CAC members. Motion made by Elizabeth Hernandez Cayson. Second by Sandra Chamblee. Motion approved.

REGULAR BUSINESS

Agenda Item: 3.F. *CAC/HHS December 14, 2017 Retreat (James Green)*

- James Green said the majority of the discussion regarding what is happening with FAA is about trying to align it with the rest of the community.
- Mr. Green added that we want to examine how all services are interconnected.
- Mr. Green stated the retreat laid the foundation for how to look at economic poverty – there needs to be a systemic change.
- Mr. Green was hoping the CAC would do more "lake" work in examining the gaps across systems to determine how to address/change them and improve outcomes.
- There was general discussion regarding the activities from the retreat, changes that may need to be made to the presented document, and future retreats/discussions.

OTHER BUSINESS

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

- James Green mentioned there will be a position open that will be working directly on the opiates issue in the County.

OTHER BUSINESS

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

- Barbara Jacobowitz announced the Diabetes Awareness Day event on March 15 for individuals to be tested for their risk of Diabetes.
- Randy Palo asked for an update on the status of the open positions within the CAC. James Green informed him that there are two openings and a matrix is in the process of being developed by David to ensure all services are being addressed through the appointed members.
- There was general group discussion on the Homestead Exemption act.

OTHER BUSINESS

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

- Jennifer Rey from AVDA invited everyone to attend their annual AVDA’s Heart of Women luncheon on February 28.
- Karis Engle presented her quarterly report to the CAC.
- Debra Tendrich added various comments in regards to topics spoken during today’s meeting.
- Seth Bernstein announced an event at the Palm Beach State College Boca Campus involving a guest speaker who will be discussing his experiences with psychosis.
- Donna Quinlan from United Way announced the opening of their RFP.

OTHER BUSINESS

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

- Elizabeth Hernandez Cayson thanked James Green and the Community Services staff for their work with the Racial Equity Training.
- Taruna Malhotra thanked Randy Palo for his accommodations in changing the date for the Funder’s Forum.
- Ms. Malhotra also announced the success (so far) of the Parks to Work Project.
- Nancy Bolton mentioned that the next Housing Resource Center location is close to being finalized.
- James Green thanked all who participated in the 2018 Point-In-Time count.

OTHER BUSINESS

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

- David Rafaidus mentioned that a presentation on the Community Health Initiative Plan (CHIP) is on the CAC/HHS agenda for March 8th, 2018.

DATE OF NEXT REGULAR MEETING: *March 8, 2018, April 12, 2018*

DATE OF NEXT EXECUTIVE MEETING: *March 22, 2018*

ACTIONS OF MEETING

Agenda Item: 5. Meeting Adjournment

Discussion: None.

Action Taken: Motion by Elizabeth Hernandez Cayson. Second by Anne Gerwig. The meeting was adjourned by unanimous vote.

THESE MINUTES APPROVED AND ADOPTED by the CAC Regular Committee on *March 8, 2018*.

Anne Gerwig, CHAIR *3.8.18*

*Prepared by SC – March 1, 2018
Modified by DMR – March 1, 2018 (11:14 am)*