



## ADOPTED - REGULAR MEETING MINUTES

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

**MEETING DATE and TIME:** April 14<sup>th</sup>, 2016 at 9:00AM

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

**PERSON PRESIDING:** Elizabeth Hernandez-Cayson

**REGULAR MEMBERS IN ATTENDANCE:** Dr. Patrick Halperin (Vice-Chair), Sharon Greene, Randy Palo, Sandra Chamblee, Anne Gerwig, Chief Deputy Michael Gauger, Pamela Gionfriddo, & Dr. Barbara Cox Gerlock

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Dr. Nate Nichols, Edward Holloway, Houston Tate

**OTHERS IN ATTENDANCE:** Nancy Bolton, Taruna Malhotra, Sonja Holbrook, Stessy Cocerez, David Rafaidus, Vivian Blackmon-Taylor, Helene Hyzid, Geoffrey Downie, Berthline Isma, Pam O'Brien (AVDA), Richard Radcliffe (Executive Director for League of Cities)

**DISCLOSURES:** None.

**CHAIR & STAFF COMMENTS:** Nancy Bolton was introduced to the CAC by David Rafaidus. Ms. Bolton was recently appointed as the new Assistant County Administrator. Ms. Bolton briefed the CAC about her professional background and mentioned that she was previously the Palm Beach County Director of Risk Management.

### **CONSENT ACTIONS OF MEETING**

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

Discussion: David Rafaidus said Nicholas Romanello will not be giving a presentation today but documents regarding his presentation have been distributed.

Action Taken: Motion to approve the agenda by Barbara Cox Gerlock. Second by Pamela Gionfriddo. Agenda approved and adopted by unanimous vote.

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

Agenda Item: *3.A. Adoption of CAC Regular Committee Minutes (March 10<sup>th</sup>, 2016)*

Discussion: None.

Action Taken: Motion to approve the minutes by Sandra Chamblee. Second by Anne Gerwig. Minutes were approved and adopted by unanimous vote.

### **REGULAR BUSINESS**

Agenda Item: *3. B/C. Financially Assisted Agency (FAA) RFP Update – Senior Services & Economic Stability/Poverty (Sonja Holbrook)*

Sonja Holbrook spoke about the Mandatory Bidder's Conference that was held on Monday, April 11<sup>th</sup>. She mentioned that 33 agencies attended, 23 of those were interested in the Economic Stability/Poverty service category, 11 were interested in the Senior Services category, and 3 agencies did not specify. The RFP was advertised in the Palm Beach Post on April 3<sup>rd</sup>, 2016 and officially released on April 4<sup>th</sup>, 2016. The RFP Guidance and Bidder's Conference PowerPoint are posted online on the FAA website. Sonja also mentioned that she will begin recruiting review panelists this week and that the panels are scheduled for May 24<sup>th</sup> and 25<sup>th</sup>. Dr. Barbara Cox Gerlock mentioned that the panelists may not have enough time to review all of the proposals and suggested that the panel dates be moved to give them more time; Sonja Holbrook and Taruna Malhotra said they would revisit this matter once they had a better idea of how many agencies were actually applying.

## **REGULAR BUSINESS**

### ***Agenda Item: 3.D. Legislative Update on Health Care (Elizabeth Hernandez-Cayson)***

Elizabeth Hernandez-Cayson informed the room that Nicholas Romanello resigned suddenly and would not be available to present today. There were handouts available for the CAC attendees. She told everyone that they were welcome to email her if they had any questions regarding the handout or the Legislative Update and that she would forward the emails directly to the appropriate parties at the Health Care District.

## **REGULAR BUSINESS**

### ***Agenda Item: 3.E. Indicator Report – HIV/AIDS (David Rafaidus & Geoffrey Downie)***

David Rafaidus mentioned that the Indicator report was a work in progress and his handout was a draft and a brief snapshot. He introduced Geoffrey Downie, Ryan White Manager, who discussed that recent studies have shown that if infected individuals can be kept on antiretroviral medication, their HIV viral load becomes suppressed and can actually prevent further transmission. Tracking viral load suppression rate is a better indication of the effectiveness of treatment and patient care. Currently, 53% of patients known to be positive are showing viral load suppression but the goal is to raise that percentage to 58% by the year 2018. The federal plan is to integrate planning and programmatic efforts between HIV prevention and HIV treatment; this means that comprehensive plans are done in partnership with the prevention programs on a local level. The local Ryan White program is currently in the process of doing a five year integrated plan, which is also part of a State-wide plan where each county will have its own chapter. David Rafaidus stated that all of the HIV information in the Indicator Report will be updated to include the information presented today. He also mentioned that the committee will be receiving reports like this around 2-3 times each month for the remaining year. Dr. Barbara Cox Gerlock brought up the subject of funding these programs and the issues that are occurring at the federal level and trickling down to affect the County. Dr. Nate Nichols and Pam Gionfriddo also suggested adding a conclusion to the report to address any upcoming or impending health threats in our region, such as the current Zika virus.

## **REGULAR BUSINESS**

### ***Agenda Item: 3.F. Discussion about CAC/HHS Schedule of Activities for 2016 (Elizabeth Hernandez-Cayson & CSD Staff)***

Elizabeth Hernandez-Cayson distributed her documents outlining the goals and activities that she wishes to fulfill this year. She also mentioned that she is in the process of scheduling a meeting with Channell and staff to further discuss these goals.

**Action Taken:** Motion to approve the draft document by Patrick Halperin. Second by Sandra Chamblee. Draft document was approved and adopted by unanimous vote.

## **REGULAR BUSINESS**

### ***Agenda Item: 3.G. CAC/HHS Summer Meeting Schedule (David Rafaidus)***

David Rafaidus wanted to inform the CAC members of the upcoming summer meeting dates – June 9<sup>th</sup>, July 14<sup>th</sup>, and August 11<sup>th</sup> in case anyone was not able to attend due to other events or activities. He asked that anyone not attending one of the meetings inform him as soon as possible. Dr. Barbara Cox Gerlock reminded him that in the past, it was customary to cancel the July meeting in order to give staff more time to work on other projects.

**Action Taken:** Motion to cancel the meeting by Dr. Barbara Cox Gerlock. Second by Sandra Chamblee. Meeting cancellation was approved and adopted by unanimous vote.

## **OTHER BUSINESS**

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

- Taruna Malhotra mentioned that DOSS held a volunteer breakfast in Lake Worth last week at the Mid County Senior Center and will be holding another one next week in Jupiter. She also announced that our department received funding for long-term housing in the amount of \$945k to assist 50-60 people; this funding amount went up from \$250k last year and came to us through the Department of Economic Sustainability. Finally, Taruna informed everyone that the FAA RFP was separated from the Renewal/Contract Extension process by establishing 2 different due dates, 5/13 and 5/31 respectively.
- Helene Hvizd provided an update on information previously requested by the CAC members. She said that according to the chart that Mark Bannon, Executive Director for the Commission on Ethics, handed out at the last CAC meeting with regards to the Commission on Ethics, the CAC was considered purely advisory but does have contract oversight so any members who plan to apply for a contract with the County, in terms of health or human services, must do the following: provide a disclosure that their agency/organization is planning to apply for a contract, and submit a conflict of interest waiver to the Board of County

Commissioners if they are definitely entering into a contract with the County. David Rafaidus will forward correspondence to CAC members requesting an update on what agencies/organizations they are associated with (Board/Committee member).

#### OTHER BUSINESS

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

- Randy Palo informed the CAC that the Children's Services Council of Palm Beach County just released a new application called SafeMap that maps out the closest Swim Lesson, Car Seat Installation, Helmet Fitting, and Pill Drop off services near the user.
- Dr. Barbara Cox Gerlock invited everyone to the 2016 Youth Summit being held on April 23<sup>rd</sup> at Palm Beach Lakes High School from 8:00am to 3:00pm with free breakfast and lunch. Various topics will be addressed and discussed and there will be prizes and giveaways. Also, any youth that attend will be eligible to receive 10 hours of community service hours.
- Sharon Greene and Dr. Patrick Halperin attended the Palm Beach County Unites symposium on April 7<sup>th</sup> at Safe Schools Institute in Boca Raton. It was very well attended and several committee members attended.

#### OTHER BUSINESS

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

- Houston Tate has been working with Youth Services department and are trying to focus on how to get kids more involved in the community. They have teamed up with residents and businesses in the Glades and have asked them to donate funds for tickets to the Black Violin Musical Group that will be performing at the Dolly Hand Cultural Arts center. Enough funds were raised to send 175 students from the Glades. Mr. Tate will be distributing tickets today and tomorrow. The partnership has also been able to work with the Deltas in the Glades, who have selected 15 members of their sorority and other residents to participate in the upcoming CERT class. The hope is that this will help in better planning for the Glades.

#### OTHER BUSINESS

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

- None

#### OTHER BUSINESS

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

- David Rafaidus reminded everyone that Seth Bernstein from Boystown is requesting a brief update of the Children's Behavioral Health Collaboration to be done sometime in June by Dr. Weiss.
- Randy Palo mentioned that a presentation on the Youth Master Plan should be held once it is done, possibly sometime in August.
- Dr. Nate Nichols mentioned that it might be beneficial to have a presentation on the Zika Virus since it is quickly emerging as a possible threat to our county.
- Dr. Barbara Cox Gerlock suggested a presentation to update everyone on the new Superintendent's vision and intent for the Palm Beach County School District.

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**DATE OF NEXT REGULAR MEETING:** *May 12<sup>th</sup>, 2016*

**DATE OF NEXT EXECUTIVE MEETING:** *April 28<sup>th</sup>, 2016*

#### ACTIONS OF MEETING

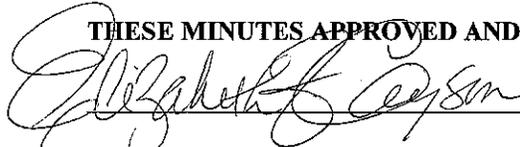
Agenda Item: **5. Meeting Adjournment**

Discussion: None.

Action Taken: Motion by Dr. Barbara Cox Gerlock. Second by Dr. Patrick Halperin. The meeting was adjourned by unanimous vote.

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**THESE MINUTES APPROVED AND ADOPTED** by the CAC/HHS Regular Committee on *May 12<sup>th</sup>, 2016*.

 CHAIR \_\_\_\_\_

*Prepared by SC - 04/15/2016, revised by DMR - 05052016*