



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: September 12, 2019 at 9:00AM

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

PERSON PRESIDING: Randy Palo (Vice-Chair)

REGULAR MEMBERS IN ATTENDANCE: Dr. Christine Koehn, Heather Tate-Boldt, Alan Bottorff

EX-OFFICIO MEMBERS IN ATTENDANCE: Scot Kannel, Houston Tate

OTHERS IN ATTENDANCE: Nancy Bolton, James Green, Taruna Malhotra, Helene Hvizd, Meghan Parnell, David Rafaidus, Stessy Cocerez, John Hulick, Faith Manfra, Natalie Diaz-Rodriguez, Vivian Blackmon-Taylor, Merlene Hammon (CAC Applicant - DOH), Richard Radcliffe (League of Cities), Allan Federman (CAC Applicant), Dan Shorter (CILO), Sharon Rose (Elder Services Resource Network), Geeta Loach-Jacobson (PBC Youth Services), Adam Reback (DOH), Rebecca Rensburrow (AVDA), Charles Baldwin (DOH), Alma Martinez (DOH), Isabel Kilzi Rovira (Urban Health Solutions & Urban Health Partnerships)

DISCLOSURES: Heather Tate-Boldt is employed by El Sol, JNRC, Inc., which is a recipient of Financially Assisted Agencies (FAA) funding dollars. Dr. Christine Koehn is employed by United Way of Palm Beach County, which is a recipient of FAA funding dollars.

CHAIR & STAFF COMMENTS: Anne Gerwig is out sick today and Randy Palo will be presiding in her behalf. Alan Bottorff briefly introduced himself as the new member of the CAC/HHS.

CONSENT ACTIONS OF MEETING

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

Discussion: One (1) Agenda item has been deleted – item 3.D. CAC/HHS Membership & Application for Membership – Allan Federman. One (1) Agenda item has been added – item 3.I. CAC/HHS Meeting Schedule for 2020-2021.

Action Taken: Motion to approve the amended agenda by Dr. Christine Koehn. Second by Heather Tate-Boldt. Agenda approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.A. Adoption of CAC/HHS Regular Committee Minutes (August 8, 2019)*

Discussion: None.

Action Taken: Motion to approve the minutes by Heather Tate-Boldt. Second by Dr. Christine Koehn. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS

Agenda Item: *3.B. Nominations/Election of CAC/HHS Officers (David Rafaidus)*

- David Rafaidus reiterated that based on the last meeting, Dr. Christine Koehn will be the new CAC/HHS Chair and Dr. Thomas Cleare will be the new CAC/HHS Vice Chair beginning in October 2019.

- The Executive Committee will be comprised of the CAC/HHS Chair, the CAC/HHS Vice Chair, the immediate past CAC/HHS Chair, the CAC/HHS League of Cities representative, and the CAC/HHS resident representative west of the 20-mile bend.

REGULAR BUSINESS

Agenda Item: 3.C. Securing Our Future – PBC Sociodemographic Barriers to Economic Mobility 2019 (James Green)

- James Green presented the Palm Beach County Sociodemographic Barriers to Economic Mobility 2019 document.
- The report consolidates all of the initiatives and results of studies surrounding economic mobility in Palm Beach County from various stakeholders in our community.
- Various committee members and public attendees complimented the publication. They also had a brief general discussion on its contents as well as how to share the report.

REGULAR BUSINESS

Agenda Item: 3.E. FAA Funding Recommendations – Homelessness (Meghan Parnell)

- Meghan Parnell reiterated that the second Financially Assisted Agencies (FAA) Notice of Funding Opportunity to address Senior Housing was released in July and the review panels were held on August 12, 2019.
- Ms. Parnell shared the funding recommendations. Funding is recommended for Gulfstream Goodwill Industries and Coalition for Independent Living Options (CILO).
- Ms. Parnell also noted that one of the agencies funded under Economic Stability and Poverty, Adopt-A-Family, declined their award and will not enter into a contract with FAA under this service category.
- Taruna Malhotra added that the two (2) Senior Housing programs will only be two-year contracts and will be merged into the Homelessness category.

REGULAR BUSINESS

Agenda Item: 3.F. CAC/HHS Membership & Carlos Poveda Resignation (David Rafaidus)

- David Rafaidus reminded the committee of vacant positions on the CAC/HHS. He also mentioned that the CAC/HHS Membership matrix should be utilized as reference when considering new members. It is anticipated that the Board of County Commissioners (BCC) will be meeting on October 8th, 2019 to review/approve pending CAC/HHS membership applications for Dr. Thomas Cleare, Merlene Ramnon and Constance Siskowski.
- Mr. Rafaidus also shared a letter of resignation to the committee on behalf of Carlos Poveda. Due to other responsibilities, he is unable to continue as a CAC/HHS member but would like to participate as an ex-officio member.
- The committee members discussed Mr. Poveda's letter and request.

REGULAR BUSINESS

Agenda Item: 3.G. CAC/HHS Annual Meeting – December 12, 2019 (James Green & David Rafaidus)

- The CAC/HHS Annual Meeting will be held on December 12, 2019. Further details will be shared at a later time.
- James Green would like to use the CAC/HHS Annual Meeting to orient new members and to talk about the Resolution and the Health and Human Services Element as well as what needs to be done to accomplish the strategies we identify moving forward.
- Mr. Green also said there should be a discussion on who should be a part of the Planning Development Implementation Committee (PDIC).
- David Rafaidus added that there will be a series of meetings that need to take place once edits to the Resolution and Health and Human Services Element have been recommended. The first step is to establish the list of participants in the PDIC. Mr. Rafaidus asked that anyone interested in participating can reach out to him.
- Committee members had a general discussion on what they will expect at the meeting, how to be better prepared for the meeting, and recommendations on processes and stakeholders that should participate on the PDIC.

REGULAR BUSINESS

Agenda Item: 3.H. *Age-Friendly Communities (Isabel Kilzi Rovira & Sharon Rose)*

- Elder Services Resource Network representative shared a PowerPoint presentation with the committee members and public attendees.
- The presentation was centered on the Age-Friendly Initiative taking place in Miami-Dade.
- Isabel Kilzi Rovira shared the changes in population aging and what drives this rising rate, how health affects the aging process, and what community members should do to contribute to create an inclusive and accessible environment that promotes active aging.
- Committee members and public attendees discussed the presentation topics and what is being done in Palm Beach County to follow suit.

REGULAR BUSINESS

Agenda Item: 3.I. *CAC Schedule for 2020-2021 (David Rafaidus)*

- David Rafaidus shared the proposed CAC/HHS schedule for 2020 and opened the topic up for discussion.
- Dr. Christine Koehn, the upcoming CAC/HHS Chair, asked if there was flexibility around the currently scheduled Executive Meeting dates.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: 3.I. *Adoption of CAC/HHS schedule for 2020*

Discussion: None.

First Action Taken: Motion to approve the CAC/HHS schedule for 2020 by Heather Tate-Boldt. Second by Allan Federman. Motion passed with unanimous approval.

OTHER BUSINESS

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

- James Green mentioned that there will be a Proclamation declaring October as Poverty Awareness Month at the BCC chambers on October 8, 2019. Poverty Awareness Week will start on October 14, 2019 and will include various activities throughout the week including a Poverty Simulation.
- Nancy Bolton shared an update on the Bahamian Relief efforts for hurricane evacuees who arrived at the Port of Palm Beach on the Grand Celebration cruise ship. The committee members and public attendees had a general discussion regarding how to proceed moving forward and which community stakeholders might be able to contribute assistance.
- Taruna Malhotra announced the termination of the FAA contract with Area Agency on Aging (AAA), effective October 1, 2019.
- James Green and John Hulick invited everyone to attend and participate in the 2nd Annual Facing the Crisis event on September 24, 2019 at the Riviera Beach Marina starting at 12:30pm.

OTHER BUSINESS

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

- None.

OTHER BUSINESS

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

- None.

OTHER BUSINESS

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

- James Green shared that the Community Services Department was just awarded the Youth Demonstration Grant through the Human Services Division.

OTHER BUSINESS

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

- David Rafaidus mentioned there will be a presentation on the 2020 Census in October 2019. Additional agenda items will resume in January 2020.

DATE OF NEXT REGULAR MEETING: *October 10, 2019 AND November 14, 2019*

DATE OF NEXT EXECUTIVE MEETING: *September 26, 2019 AND October 24, 2019*

ACTIONS OF MEETING

Agenda Item: **5. Meeting Adjournment**

Discussion: None.

Action Taken: The meeting was adjourned by unanimous decision.

THESE MINUTES APPROVED AND ADOPTED by the CAC/HHS Regular Committee on *October 10, 2019*.



_____, CHAIR

*Prepared by SC – September 23, 2019
Modified by DMR – October 1, 2019*