



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: October 10, 2019 at 9:00AM

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

PERSON PRESIDING: Dr. Christine Koehn (Chair)

REGULAR MEMBERS IN ATTENDANCE: Randy Palo, Dr. Thomas Cleare (Vice-Chair), Heather Tate-Boldt, Alan Bottorff, Anne Gerwig

EX-OFFICIO MEMBERS IN ATTENDANCE: Scot Kannel, Houston Tate, Andrea Stephenson, Dr. Barbara Cox Gerlock

OTHERS IN ATTENDANCE: Nancy Bolton, Taruna Malhotra, Helene Hvizd, Meghan Parnell, David Rafaidus, Stessy Cocerez, Richard Radcliffe (League of Cities), Allan Federman (CAC Applicant), Rebecca Reinsburrow (AVDA), Elisa Cramer (DCF), Jean-Marie Moore (PBHC), Diane Gutman (Wellington Cares), Sharon Rose (Wisdom Associates), Maura Merkal (Citizen, NAMI), Seth Bernstein (United Way), Lisa De La Rionda, Patricia Behn.

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 thanked everyone for supporting her as Chair for the past two years. She congratulated Dr. Christine Koehn on her new role as Chair. Dr. Koehn thanked everyone for the privilege to serve as the new Chair. Dr. Thomas Cleare is now the Vice-Chair.

CONSENT ACTIONS OF MEETING

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

Discussion: One (1) Agenda item has been changed – Item 3.C. CAC/HHS Membership & Application for Membership – Taruna Malhotra will be filling in for James Green who is not present at the meeting today. One (1) Agenda item 4A Staff information updates will include an update from Taruna Malhotra regarding Jerome Golden and AAA.

Action Taken: Motion to approve the amended agenda by Ann Gerwig. Second by Dr. Thomas Cleare. Agenda approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.A. Adoption of CAC/HHS Regular Committee Minutes (September 12, 2019)*

Discussion: None.

Action Taken: Motion to approve the minutes by Ann Gerwig. Second by Dr. Thomas Cleare. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS

Agenda Item: *3.B. US Census (Patricia Behn & Lisa De La Rionda)*

- Ms. Behn and Ms. De La Rionda reviewed the 2020 US Census process in Palm Beach County and dictated their efforts to have as many county residents counted as possible.

REGULAR BUSINESS

Agenda Item: 3.C. CAC/HHS Membership & Application for Membership- Allan Federman (Taruna Malhotra and Helene Hvizd)

- Dr. Christine Koehn reviewed the matrix and the areas of expertise that need to be included on the CAC and membership that is representative of the county including racial, ethnic and geographic diversity.
- Dr. Koehn stated that a process should be developed that focuses on recruiting and targeting members who have the areas of expertise listed on the matrix. She requested staff to develop a written document that outlines the process, including an interview process for the CAC to follow when bringing on new members to the CAC/HHS by the next meeting in November.
- Dr. Koehn discussed holding all applications until a process is developed to select new members before sending further applications to the BCC.

REGULAR BUSINESS

Agenda Item: 3.D. Plan Development Implementation Committee (PDIC) (David Rafaidus)

- David Rafaidus reviewed who has volunteered to be on the Plan Development Implementation Committee (PDIC). Dr. Thomas Cleare has volunteered to be the chair of the PDIC.
- David Rafaidus reviewed the purpose of the PDIC and its role in making recommendations to the CAC/HHS.

REGULAR BUSINESS

Agenda Item: 3.E. CAC/HHS Membership Update (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. The Board of County Commissioners (BCC) met on October 8, 2019 and approved CAC/HHS membership applications for Dr. Thomas Cleare, Merlene Ramnon and Constance Siskowski.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: 3.C. CAC/HHS Membership & Application for Membership

Discussion: None.

First Action Taken: Motion to approve the CAC/HHS Executive Committee's recommendation requesting staff to draft a process to select and recruit CAC/HHS Committee members based on the needs of the Committee and requirements stated within Resolution R-2013-1563 by next meeting. Motion by Randy Palo. Second by Anne Gerwig. Motion passed with unanimous approval.

OTHER BUSINESS

Agenda Item: 4.A. Staff Information Updates

- Taruna Malhotra updated everyone on the status of Jerome Golden and the efforts to work with the Managing Entity (SEFBHN) to transfer county contracts to other providers including South County Mental Health Center. The contracts will be for one year and then will go out to competition again in the NOFO process that will happen next year.
- Taruna Malhotra stated that there is no new update for AAA; the last update was provided in the last meeting.
- David Rafaidus announced that there are documents available regarding poverty.

OTHER BUSINESS

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

- Anne Gerwig reported that she presented last month information to the League of Cities about the CAC/HHS and the HAB board. She brought them the ALICE study and the Indicator report and they were interested in the work that the committees are doing.
- Dr. Thomas Cleare gave an update about the addiction stabilization center. The clinic is supposed to open in the middle of the month.
- Andrea Stephenson shared that the Health Department was invited to apply to the Center for Disease Control & Prevention's Overdose Data to Action three-year Cooperative Agreement. They were funded for over \$12 million dollars over the next 3 years. There will be 10 strategies implemented.

OTHER BUSINESS

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

- Allan Federman announced that October is National Breast Cancer Awareness month, Energy Awareness month and Social Security month.
- Maura Merkal discussed how the closing of Jerome Golden is having an impact on her family.
- Houston Tate spoke about the services that were provided to Bahamian Evacuees in Palm Beach County on October 4, 2019 including car seats and installation. Contacts for future services should go through Catholic Charities.

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 mentioned there will be an update on the CAC Membership process. Wellington Cares has also requested to do a presentation.

DATE OF NEXT REGULAR MEETING: *November 14, 2019 and December 12, 2019*

DATE OF NEXT EXECUTIVE MEETING: *January 23, 2020 and February 27, 2020*

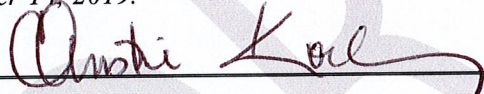
ACTIONS OF MEETING

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 *November 14, 2019.*



_____, CHAIR

*Modified by SC – November 12, 2019
Prepared by MP – November 12, 2019
Modified by DMR – November 13, 2019*