



## ADOPTED – CAC/HHS REGULAR COMMITTEE MEETING MINUTES

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

**MEETING DATE and TIME:** February 11<sup>th</sup>, 2016 at 9:00AM

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

**PERSON PRESIDING:** Elizabeth Cayson-Hernandez, Current Chair

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

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Dr. Nate Nichols, Ed Holloway

**OTHERS IN ATTENDANCE:** Channell Wilkins, Sonja Holbrook, Taruna Malhotra, Stessy Cocerez, David Rafaidus, Helene Hvizd, Vivian Blackmon-Taylor, Amalia Hernandez, Geoffrey Downie, Brenda Oakes, Lars Gilberts, Seth Bernstein, Lauren Zuchman, Regine Carisma, Geeta Loach-Jacobson, Donna Quinlan

**DISCLOSURES:** None disclosed.

**CHAIR & STAFF COMMENTS:** David Rafaidus reminded everyone of the underlying reason of today's presentations and that is to show the collaboration that is taking place between different agencies.

### **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 Sharon Greene Second by Barbara Jacobowitz. Agenda approved and adopted by unanimous vote.

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

Agenda Item: *3.A. Adoption of CAC Regular Committee Minutes (January 14<sup>th</sup>, 2015)*

Discussion: None.

Action Taken: Motion to approve the minutes by Chief Deputy Michael Gauger. Second by Patrick Halperin. Minutes were approved and adopted by unanimous vote.

### **REGULAR BUSINESS**

Agenda Item: *3.B. Palm Healthcare Foundation (Regine Carisma and Lauren Zuchman)*

Regine Carisma and Lauren Zuchman discussed their collective impact project, Healthier Together. Their presentation discussed the process that they took to begin implementing their program. They combined community collaboration, came up with new healthcare strategies, connected with grantees in order to enhance their goals, and used transformative impact to come up with new, breakthrough ideas to meet the community's unique healthcare needs. They focused on specific priority areas of interest (such as behavioral health, diabetes,

family caregiving, and nursing advancement), practiced place-based funding decisions as well as partner/responsive funding, and capacity building support. There are currently six Healthier Together communities throughout Palm Beach County with the focus currently on Boynton Beach, Delray Beach, Jupiter, and Northern West Palm Beach/Riviera Beach. The three main goals are to improve long-term health outcomes, increase capacity for action, and establish a learning framework to evaluate the initiative's overall impact on the community. Much of the decision-making is made solely by the community and comes from evidenced-based conclusions. The collective impact model includes coming up with a common agenda, mutually reinforcing activities, constant communication, shared measurement methods, and a strong backbone support. Regine displayed several frameworks and models that they are following. She ended her portion of the presentation by reiterating the components of the plan at the community level and introduced Lauren Zuchman to briefly talk about a sample community perspective. Lauren focused on Delray and Jupiter and spoke about the initiative timeline, areas of focus and the goals, and the action plans. She wrapped it up by letting everyone know that anyone can participate or volunteer in the initiative.

### **REGULAR BUSINESS**

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

Elizabeth Cayson-Hernandez wanted to discuss these activities and the schedule at the last CAC meeting but was unable to be present so she had requested that it get moved to this month's agenda. However, in respect to time, she asked Committee members if she could work with David Rafaidus to come up with a type of survey that she could pass on to the rest of the members in reference to three or so tangible priorities for everyone to focus on this year; maybe look at the Element and update the Indicator Report, have Sandra Chamblee to put together a quarterly update on what's happening in the Glades, asking Anne Gerwig to update us with the League of Cities, etc. Although she briefly mentioned a few key discussion topics, she wanted to consult with the rest of the members on their thoughts and asked David to move this item to the next meeting.

### **REGULAR BUSINESS**

Agenda Item: *3.D. Sunshine, Cone of Silence, & Other Legal Matters (Helene Hvizd, County Attorney)*

Helene Hvizd informed the CAC members and all in attendance of the Sunshine Law, The Cone of Silence, and how they tie into the FAA RFP process as well as the consequences of violating both. The Sunshine Law is basically a Right of Access regulation that requires openness in government and applies to public boards and commissions, elected and appointed boards, gatherings of two or more members of boards to discuss matters that will likely come before that board, and advisory boards created by public agencies if they're granted "decision-making authority". The Citizens Advisory Committee IS subject to the Sunshine Law because it was appointed by the BCC and makes recommendations on matters of concerns to residents. This law requires all CAC meetings to be open to the public, all meetings to be adequately announced with reasonable time, and all meetings to be recorded and minutes taken. She then did a brief overview of what constitutes a meeting and what the penalties associated with violating this law entails. The Cone of Silence prohibits communication, except written, between anyone applying for or competing in the RFP process and anyone who represents the County or someone with influence in the process. This begins when the "Deadline to Submit Response to Competitive Solicitation" arrives and ends when the County awards or approves a contract, rejects all responses, or takes action that ends the solicitation process. Helene listed the consequences of violating this regulation and informed the committee that they should not discuss any aspect of the RFP during breaks in which they are not being recorded and they should refrain from any discussions of the selection process until a contract is approved.

### **REGULAR BUSINESS**

Agenda Item: *3.E. FAA Steering Committee & Public Forum Update – Senior Services AND*

Agenda Item: *3.F. FAA Steering Committee & Public Forum Update – Economic Stability/Poverty (Sonja Holbrook & Channell Wilkins)*

Sonja Holbrook began the update by listing the members of each category's Steering Committee. She then mentioned the timeline and progress associated with the Steering Committee and the upcoming Public Forum. The flyers were translated to Spanish and Creole, finalized, and sent out. The public forums are scheduled for Wednesday, February 17<sup>th</sup>; the Seniors forum will be held at the Mid-County Senior Center in the morning and the Economic Stability/Poverty forum will be held at Mayme Frederick in Riviera Beach in the afternoon. The speakers for both forums have also been established; presentations for the Seniors forum will include the AAA Area plan and updated data on waitlists as well as current FAA funding and outcomes from last year while the presentations for the Economic Stability/Poverty forum will include A.L.I.C.E, the Hunger Relief Plan, some poverty demographics for Palm Beach County from DCF, and again, a snapshot of current FAA funding for Economic Stability/Poverty, the agency/programs in this category, and their outcomes for last year. Surveys will be distributed at both forums and FAA staff will tabulate the findings and bring them back to the committee in March for review.

### **REGULAR BUSINESS**

Agenda Item: ***3.G. 2014-15 Annual Report FAA Outcomes (Vivian Blackmon-Taylor)***

Vivian Blackmon-Taylor presented the 2014-15 Annual Report on FAA Outcomes to all the attendees. This is the first year that this report has been prepared. It includes the agencies that FAA funds and their associated program(s) and has been grouped together as one large summary at the beginning and then broken down into the different FAA categories in the second part of the report. A little over \$12 million was approved for thirty-four agencies operating fifty-three programs in seven (7) service areas. This report captures their performance based on: green (outcome achieved), yellow (outcome NOT achieved by less than 10 percentage points), and red (outcome NOT achieved by more than 10 percentage points). All programs are based on one outcome. Because the program evaluation process is being developed, agencies have an opportunity to tweak and make adjustments to their outcomes.

### **REGULAR BUSINESS**

Agenda Item: ***3.H. ALICE Presentation (Lars Gilberts, Statewide ALICE Director for United Way of Broward County)***

Lars Gilberts discussed that United Way put in the work to compile data on true poverty to ultimately come up with the ALICE report. This report takes into consideration what living in poverty could actually mean when combining traditional "poverty" measurements and current standards of living. In general, the poverty level does not take several expenses into consideration because when you have less, you make do with less but the ALICE report shows that someone cannot survive in that state indefinitely. Some of the points that Lars touched upon was the difficulties associated with childcare costs, the differences in costs associated with families with young kids versus older kids, and the discrepancy between entry-level job wages versus what the actual living costs are. There are several factors that can impact a family and oftentimes it becomes a tossup between necessary expenses and expenses you hope not to have to exhaust. Lars reviewed a few statistics found for Palm Beach County and for Florida as a whole. He also reviewed the different Impact Issues that ALICE addresses. He notes that the keys to surpassing this issue include building awareness (he showed the room a few free services to help our community), improving access, and advocating for change (he discussed different ideas like targets for investing, credit building, etc.).

### **OTHER BUSINESS**

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

- Channell Wilkins informed the members and all in attendance that the position for Director of Human Services had recently closed and there were about eighty-four applicants to sort through.

### **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)**

- Anne Gerwig updated everyone on the Great Charity Challenge event. She mentioned that they had a great turnout and lots of charities were helped despite the horrible weather.
- Sandra Chamblee informed everyone that Elizabeth Cayson-Hernandez was being honored by the Girl Scouts of Southeast Florida at their Emerald Awards for Outstanding Leadership in Healthy Living.
- Barbara Cox-Gerlock also mentioned to the room that Brenda Oakes had received the 2015 Circuit 15 Juvenile Justice Board's Unsung Hero Award.
- Seth Bernstein mentioned the Great Give, hosted by United Way and the Community Foundation, in which any non-profit can sign up for a 24 hour online giving experience.
- Sonja Holbrook told everyone about the Palm Beach County Community Services Department FaceBook page which is officially up and running and reminded everyone to go like and follow our page.
- Channell Wilkins also announced the new common eligibility system that the department has launched called Online System for Community Access to Resources and Social Services (OSCARSS).

#### **OTHER BUSINESS**

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

- David Rafaidus said the March 10<sup>th</sup> agenda will be full.
- Seth Bernstein told everyone that Boystown's Children's Behavioral Health Collaborative (CBHC), funded through the FAA process, will be getting an independent evaluation by the University of Florida and the University of South Carolina during the June 9<sup>th</sup> CAC meeting and he mentioned that if the committee was interested, they could be invited to our meeting.

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**DATE OF NEXT REGULAR MEETING:** March 10<sup>th</sup>, 2016

**DATE OF NEXT EXECUTIVE MEETING:** March 24<sup>th</sup>, 2016

#### **ACTIONS OF MEETING**

Agenda Item: **5. Meeting Adjournment**

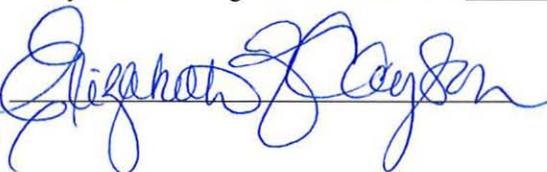
Discussion: None.

Action Taken: Motion by Dr. Patrick Halperin. Second by Sandra Chamblee. The meeting was adjourned by unanimous vote.

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**THESE MINUTES APPROVED AND ADOPTED** by the CAC Regular Committee on March 10<sup>th</sup>, 2016

\_\_\_\_\_, CHAIR



*Prepared by SC - 02/24/2016; modified by dmr-03042016(10:32am)*