



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: August 8, 2019 at 9:00AM

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

PERSON PRESIDING: Anne Gerwig (Chair)

REGULAR MEMBERS IN ATTENDANCE: Dr. Thomas Cleare, Dr. Christine Koehn, Heather Tate-Boldt

EX-OFFICIO MEMBERS IN ATTENDANCE: Houston Tate

OTHERS IN ATTENDANCE: Nancy Bolton, James Green, Helene Hvizd, Meghan Parnell, David Rafaidus, Stessy Cocerez, Vivian Blackmon-Taylor, Wendy Tippet, John Hulick, Merlene Ramnon (CAC Applicant - DOH), Nancy Yarnell (AAA), Richard Radcliffe (League of Cities), Diane Gutman (Wellington Cares), Selena Samios (Wellington Cares), Sharon Rose (Elder Services Resource Network), Irwin Jacobowitz, Tessy LaCroix (AVDA), Seth Bernstein (United Way), Tammy Lampi (DOSS), Alan Bottorff (CAC/HHS Applicant), Allan Federman (CAC/HHS Applicant)

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, Dr. Christine Koehn, and other committee members spoke about Barbara Jacobowitz's lasting impact and influence on the community and they discussed how much she will be missed. Ms. Jacobowitz's husband, Irwin, was present and he thanked everyone for their kind words and assured them that Barbara would be grateful for the tribute. Dr. Christine Koehn and other committee members also shared their gratitude for Elizabeth Cayson's dedication to the Citizens Advisory Committee (CAC/HHS) and all the work she's done for the community. Plaques were presented to Ms. Cayson and to Mr. Jacobowitz (on behalf of Barbara Jacobowitz).

CONSENT ACTIONS OF MEETING

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

Discussion: Two (2) additional agenda items have been added – 3H. Housing and Homelessness Presentation and 3I. Securing Our Future Initiative Updates.

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

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: 3.A. *Adoption of CAC Regular Committee Minutes (July 11, 2019)*

Discussion: None.

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

REGULAR BUSINESS

Agenda Item: 3.B. *Notice of Funding Opportunity (NOFO) Update (Meghan Parnell)*

- Meghan Parnell shared that the second NOFO was released for senior housing on July 15, 2019 and it closed on July 29, 2019.
- The review panels will be held on Monday, August 12, 2019.
- Ms. Parnell gave thanks to the panelists who are participating in the proposal review process: Dr. Thomas Cleare (CAC/HHS member), Elizabeth Cayson (former CAC/HHS member), Carlos Serrano (DHES), and Danielle Groton (FAU).

REGULAR BUSINESS

Agenda Item: 3.C. *HHS Element Modifications/Updates (James Green & Anne Gerwig)*

- James Green mentioned that at the last CAC meeting, there was discussion on amending the Element and there were talks about appointing a subcommittee to head this task. Mr. Green would like to know if Ms. Gerwig has an idea of who she'd like to lead this subcommittee.
- Anne Gerwig shared that she wished to be involved and would like to ask Randy Palo, her vice-chair, to also be involved. Ms. Gerwig also asked David Rafaidus if he had an idea of who he wanted to be involved from within the CAC/HHS.
- David Rafaidus mentioned that he would like to lead the subcommittee and shared that Scot Kannel expressed desire to be involved. Mr. Rafaidus also explained the process of amending the Element and asked that any CAC/HHS members who wish to participate reach out to him as soon as possible.

REGULAR BUSINESS

Agenda Item: 3.D. *CAC/HHS Retreat – December 12, 2019 (Anne Gerwig)*

- Anne Gerwig expressed her desire to hold a more informal retreat for the CAC/HHS on December 12, 2019 and asked the rest of the CAC/HHS members to share their input. Dr. Thomas Cleare agreed and will work with David Rafaidus on setting up a framework for this event.

REGULAR BUSINESS

Agenda Item: 3.E. *CAC/HHS Workshop – February/March, 2020 (James Green)*

- James Green explained that the February/March workshop would be to review and discuss the first draft of the changes to the HHS Element and how those changes will interlace with the FAA alignment.
- Mr. Green added that potential dates and locations will be sent out in a doodle survey.
- Mr. Green also reminded everyone that this workshop would occur during the Cone of Silence of the upcoming Behavioral Health NOFO.

REGULAR BUSINESS

Agenda Item: 3.F. *CAC/HHS Membership Update (David Rafaidus)*

- David Rafaidus reviewed the currently vacant positions on the committee.
- Mr. Rafaidus said the applications would be reviewed by the Board of County Commissioners (BCC) on August 20, 2019 for Alan Bottorff and on October 8, 2019 for Connie Siskowski, Merlene Ramnon, and Allan Federman, as well as Dr. Thomas Cleare's reappointment.
- Mr. Rafaidus also added that while Keith Babb had been previously suggested as a possible representative from the Glades, he unfortunately will be unable to participate. This role is still vacant and suggestions are welcome.
- Mr. Rafaidus also discussed the importance of following the committee's attendance guidelines. Ms. Gerwig asked to verify with Dr. Barbara Cox Gerlock (ex-officio) and Andrea Stephenson (ex-officio) if they still wish to be a part of the committee.

REGULAR BUSINESS

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

- David Rafaidus instructed the committee members to discuss whom they would wish to nominate for Chair and Vice-Chair. Whomever is nominated and elected will be taking their roles in October 2019.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.G. Nominations/Election of CAC/HHS Officers*

Discussion: None.

First Action Taken: Motion to nominate/elect Dr. Christine Koehn as upcoming Chair of the CAC/HHS by Heather Tate-Boldt. Second by Dr. Thomas Cleare. Motion passed with unanimous approval.

Second Action Taken: Motion to nominate/elect Dr. Thomas Cleare as upcoming Vice-Chair of the CAC/HHS by Dr. Christine Koehn. Second by Heather Tate-Boldt. Motion passed with unanimous approval.

REGULAR BUSINESS

Agenda Item: *3.H. Housing and Homelessness Presentation (Wendy Tippett)*

- Wendy Tippett introduced herself and gave a presentation on Housing and Homelessness in Palm Beach County. The presentation discussed goals and metrics, fiscal resources, and the next steps.

REGULAR BUSINESS

Agenda Item: *3.I. Securing Our Future Initiative Update (James Green)*

- James Green briefly summarized where the Securing Our Future Initiative (SOFI) is on the timeline.
- Mr. Green added that Community Caring Center of Palm Beach County, Urban League of Palm Beach County, and Pathways to Prosperity are already serving families within the initiative that are being case managed and have already been registered with CareerSource. Community Action Program (CAP) is also gearing up for their role in SOFI. Additional partners are always welcome.
- Mr. Green noted that additional updates will be given in September.

OTHER BUSINESS

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

- John Hulick mentioned that the second annual Facing the Crisis event is scheduled for September 24, 2019 at the Riviera Beach Marina Conference Center from 12:30-4:30PM.
- Houston Tate shared that the Back to School event was a success but numbers were different this year because it was the first time the attendees were asked to pre-register online. Mr. Tate was grateful to everyone that participated.

OTHER BUSINESS

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

- Heather Tate-Boldt expressed concern over the upcoming Census and asked if there would be some guidance on how to best have this discussion. David Rafaidus assured her there would be a presentation on this subject in the upcoming months.
- Elizabeth Cayson shared that the Children's Services Council just released a new family guide and she brought copies for the attendees.

OTHER BUSINESS

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

- Seth Bernstein shared that United Way will be hosting their Breakfast of Champions on September 18, 2019 at the Kravis Center at 8:00AM.
- Diane Gutman mentioned that Wellington Cares will be hosting a community outreach event on September 7, 2019 from 11:00AM to 3:00PM to celebrate Grandparents Day at the Live360 room in the Wellington Mall. They will also be hosting a fundraising luncheon on October 18, 2019 at the Wanderer's Club.
- Nancy Yarnell added that the Area Agency on Aging will have a new CEO, Dwight Chennette, beginning on Monday, August 12, 2019.
- Sharon Rose thanked everyone who worked on the Housing and Homelessness data presentation.
- Allan Federman, potential CAC member, looks forward to getting to know everyone on the CAC/HHS and continuing to work towards improving Palm Beach County.
- Merlene Ramnon, potential CAC/HHS member, shared the importance of providing safe environments for our children.

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 that some upcoming agenda items for future CAC/HHS meetings would include A Census presentation, Age-Friendly Community presentation, SOFI updates, Behavioral Health data presentation, a presentation from El Sol, and more.

DATE OF NEXT REGULAR MEETING: September 12, 2019 AND October 10, 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 September 12, 2019.

*, CHAIR _____

Modified by SC – August 19, 2019

Prepared by SC – August 8, 2019

Modified by DMR – September 6, 2019 at 3:39 pm

Modified by DMR – September 12, 2019 at 3:48 pm