



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: September 8th, 2016 at 9:00AM

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

PERSON PRESIDING: Elizabeth Hernandez Cayson (Chair)

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

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

OTHERS IN ATTENDANCE: Nancy Bolton, Taruna Malhotra, Sonja Holbrook, Stessy Cocerez, David Rafaidus, Amalia Hernandez, Randy Paul, Sharon L'Herrou (211), Seth Bernstein (Boystown), Elizabeth Logiodice (American Cancer Society)

DISCLOSURES: Anne Gerwig informed everyone that she was the Chair for Relay for Life.

CHAIR & STAFF COMMENTS: Elizabeth Hernandez Cayson commended Dr. Barbara Cox Gerlock on her dedicated service to the Citizens Advisory Committee (CAC). Dr. Barbara Cox Gerlock previously worked at the Department of Children and Families in the Substance Abuse and Mental Health division and it was during this time that she was invited to her first CAC meeting. She has been very impressed with the direction that the committee has gone in and is very thankful the opportunity she has received to serve on this board. She stated that she would be happy to return from time to time as a consultant or ex-officio member. David Rafaidus intended to present Dr. Barbara Cox Gerlock with a certificate of recognition but he realized during the meeting that he needed to make a few adjustments to the certificate.

CONSENT ACTIONS OF MEETING

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

Discussion: Elizabeth Hernandez Cayson requested to add "Attendance Requirements" as an agenda item under 3. Regular Business.

Action Taken: Motion to approve the agenda as amended by Dr. Patrick Halperin. Second by Sharon Greene. Agenda approved and adopted by unanimous vote.

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: *3.A. Adoption of CAC Regular Committee Minutes (June 9th, 2016)*

Discussion: None.

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

REGULAR BUSINESS

Agenda Item: *3.B. American Cancer Society – Transportation Presentation (Elizabeth Logiodice)*

- Elizabeth Logiodice gave a brief introduction on herself and her organization, the American Cancer Society (ACS).
- Ms. Logiodice introduced the four main objectives that the ACS wishes to fulfill, which include:
 - Staying well through prevention, and early detection
 - Finding cures through research methods and cancer prevention studies

- Getting well through patient navigation, providing cancer-related information, creating patient programs and community resources, and providing support for caregivers
- Fighting back through advocacy, volunteer programs, and fundraising events (such as Relay for Life).
- Ms. Logiodice also explained what the Road to Recovery looked like and how the volunteer transportation service plays a role.
- The volunteer transportation program provides cancer patients with free rides to and from their cancer-related treatments on their own time and through the use of their own vehicle. The program is offered to those patients of cancer who have no way to get to their appointments or are unable to transport themselves.
- There is no income eligibility but there are a few requirements. Patients must be 18 or older, they must be ambulatory, they must only be utilizing the volunteer services for travel to and from cancer treatment appointments, and they must not be under anesthesia or have any infectious diseases.
- For those patients who are not near volunteer drivers, the ACS also has a partnership with several community transportation providers (such as Palm Tran) and Medicaid transportation services.
- Volunteer transportation is dependent on availability. Anyone interested in volunteering or in receiving services, should contact ACS.
- Questions / Comments:
 - Barbara Jacobowitz asked what type of training was involved for volunteers. Elizabeth Logiodice explained that after an initial phone screen, there is mandatory webinar training about expectations, insurance, and safety; individuals must also give their personal information for a background check and DMV check. If the individual wishes to utilize the mobile coordination calendar for a volunteering schedule, they must take an additional webinar training session.
 - Dr. Barbara Cox Gerlock asked how insurance worked for those who wanted to volunteer. Ms. Logiodice informed everyone that the individual volunteer must have their own insurance coverage but the American Cancer Society has a \$1 million insurance policy. In the case of an accident where a police officer becomes involved, volunteers must provide their information. They would then need to contact their ACS staff partner, Ms. Logiodice, as soon as possible.
 - David Rafaidus commented on how critical the issue of transportation is throughout the community with all health and human services agencies.
 - Anne Gerwig told everyone that the City of Wellington will be lighting their watch tower pink in October to honor Breast Cancer Awareness Month. Ms. Gerwig also passed along some information to Ms. Logiodice about the Wellington Cares organization.
 - Elizabeth Hernandez Cayson asked if ACS provided their volunteer services in the Glades. Ms. Logiodice told her that they currently do not have volunteers in the Glades but they do have their Public Transportation program with Palm Tran that provides services in this area.
 - Barbara Jacobowitz had an idea to present this volunteer program to the students at Keiser University since they would benefit from volunteer opportunities and many of them live out in the Belle Glades area.
 - Pam Gionfriddo mentioned to Ms. Logiodice that she worked with Mental Health Association and they have a hotline which anyone can call to acquire help or information about Mental Health issues.
 - Taruna Malhotra invited Ms. Logiodice to the next FAA Provider Meeting to give her ACS Transportation presentation in hopes of spreading the word and providing her with a network to different agencies in the county.
 - Sharon Greene asked what the need was for the number of volunteer drivers in the county. Ms. Logiodice said the number of needed drivers cannot be pinpointed but as many as possible would be wonderful. They currently have forty (40) volunteer drivers in the entire county.

REGULAR BUSINESS

Agenda Item: 3.C. Indicator Report (Dr. Nate Nichols & David Rafaidus)

- David Rafaidus said they are nearing the home stretch with the updates to the Indicator Report. There are four (4) more presentations to be given in October on the indicator updates.
- Mr. Rafaidus has been working with Dr. Nate Nichols on data quality; Dr. Nichols checks for any missing information and verifies the data.
- The first draft of the report will be given to Administration for them to look it over then the second draft will be given to CAC in December; if there are any discussions or modifications, they should be had at the December meeting.

- Most information is sourced out in order to keep the Indicator Report as summarized as possible.
- Questions / Comments
 - Seth Bernstein from Boystown asked if there were any thoughts about changing the Suicide Rate indicator for Mental Health. David Rafaidus informed him that it is remaining the same in order to provide the best comparison of change between the past and the present but there will be additional links and resources included on sub-indicators.
 - Pam Gionfriddo agreed that suicide rate isn't the only important factor to look at and she is currently doing research on related issues and collecting data.
 - David Rafaidus brought up the presentation on Mental Health that the Countywide Community Revitalization Team (CCRT) had and mentioned how there can be collaboration between other community partner's data and ours.
 - Chief Deputy Michael Gauger said it is hard to collect accurate data in the Mental Health arena because oftentimes, hospitals only report information on suicide deaths or they will treat suicide attempts and then release without reporting the attempts; sometimes this is because of HIPAA laws.
 - Pam Gionfriddo mentioned the Health Council of SouthEast Florida's OCAA data for reference. Barbara Jacobowitz said it was good data but it was delayed (about 30 days behind) and we need the most updated information as possible.
 - Chief Deputy Michael Gauger made a comparison between the 500 Zika-related deaths that have occurred versus the 500 people who have died from overdose. Dr. Barbara Cox Gerlock said we need to raise awareness and get the issue on the Board of County Commissioner's radar in order to try and advocate for more money into this system and to try and provide better services to address the obvious needs of the Palm Beach County residents.
 - Randy Palo informed everyone that with all the work occurring with the Birth to 22 Coalition between Children's Services Council, the Palm Beach County School District, etc., maybe someone should do a crosswalk to verify that the collected data is aligned and tracked accurately across the board. Randy asked when the last Indicator Report was released. David Rafaidus told him the last one was in 2011. Mr. Rafaidus also mentioned that this is the kind of conversation that needs to be discussed at the December meeting when the report is brought to the CAC.
 - Taruna Malhotra reminded everyone that the Steering Committee for the upcoming Behavioral Health and Special Needs RFP will be formed next month and she strongly recommended that members participate in order to be a part of the funding priority process.
 - Dr. Barbara Cox Gerlock said the whole Youth Services indicator needs to be updated.
 - Dr. Christine Koehn said there appears to be a desire to align data consistently across several different mediums (Indicator Report, RFP, etc) but she finds a disconnect in the suicide rate indicator because all of the goals of the programs in the service category should aim at preventing suicide. Maybe it would be a good idea to keep the same indicator but consider adding additional ones to get a better overall look at the larger picture. Pam Gionfriddo agreed with Dr. Koehn and said she would welcome any assistance with this. Dr. Barbara Cox Gerlock suggested that the Financially Assisted Agencies division collaborate with SouthEast Florida Behavioral Health Network (SEFBHN) to narrow the focus and gather good data on the unmet needs that are not being addressed.
 - Seth Bernstein said there's limited survey data in Riviera Beach.
 - Pam Gionfriddo volunteered to hold a meeting and invite all the players contributing to the Mental Health indicator to discuss the points mentioned here today.
 - Anne Gerwig said that the Federal government's attempt at including Behavioral Health into Healthcare coverage has created good and bad players; this is a huge problem that limits the county's involvement and now we are seeing a powerful industry making a lot of money that is not doing what it was expected or should be doing. Ms. Gerwig said this problem may not be solved by the county alone and may require assistance from higher help.

REGULAR BUSINESS

Agenda Item: 3.D. FAA RFP Process (Taruna Malhotra)

- Taruna Malhotra said the Board of County Commissioners approved the funding recommendations in August.
- All of the contracts are currently being completed except The Glade's Initiative. Ms. Malhotra said staff is looking to have The Glade's Initiative move in a different direction and the hope is to have them collaborate with other agencies that provide services in the area. The Glade's Initiative will remain in the Economic Stability / Poverty service category for this one year. Staff will provide technical assistance to develop plans,

measurable outcomes, and a proper scope of work that align with the funding priorities of the service category, as well as the Hunger Relief Plan. The Glade's Initiative will be required to provide progress reports to the CAC and they will have their program re-evaluated next year.

- The majority of the contracts are going to the October 18th Board meeting.
- Staff still needs to work with the Non-competitive agencies.
- Ms. Malhotra invited everyone to attend the FAA Provider Training on September 20th, 2016. There will be a presentation on the new online eligibility system, OSCARSS, as well as a presentation done by Inspector General for the providers. This training will be held all day at the South County Civic Center and the presentations will be at 9:30am for the Inspector General and 1:30pm for OSCARSS.
- The 4 newly funded agencies will also be presenting on the services that they plan to provide, their unit cost, etc.

REGULAR BUSINESS

Agenda Item: ***3.E. CAC/HHS Membership – Regular Committee Members & ex-Officios (Elizabeth Hernandez Cayson & David Rafaidus)***

- David Rafaidus stated that the membership recommendations submitted to the Board of County Commissioners (BCC) include those of Sandra Chamblee, Dr. Nate Nichols, Sharon Greene, and Tom Cleare.
- Elizabeth Hernandez Cayson submitted a last minute application as well.
- Mr. Rafaidus briefly explained that protocol is to have the CAC Executive and/or Regular Committee review each application that comes in and forward their recommendations to the BCC; this allows opportunity for the members to comment on the applications as a whole, including the new submission by Ms. Cayson.
- Dr. Barbara Cox Gerlock confirmed with Mr. Rafaidus that there are currently more applications than there are seats available. She also asked if the committee has already voted on all of the applications. Mr. Rafaidus confirmed that four (4) applications (Sharon Greene, Sandra Chamblee, Dr. Nate Nichols and Thomas Cleare) have been approved by the CAC and CAC Executive Committee to be transmitted to the BCC to be placed on the September 13th, 2016 BCC agenda. Because the application from Ms. Cayson was recently received by County staff it has not been reviewed by the CAC Executive Committee or CAC. At this moment, the CAC can still review Ms. Cayson's application, make recommendations and transmit the recommendations to the BCC. The BCC would then review all the applications and make their decision(s).
- Ms. Cayson recapped the Executive CAC meeting in which the applicants were reviewed and approved. She indicated that her desire was to submit her application for re-appointment. She also noted that she is aware the BCC usually makes the final determination.
- Sandra Chamblee reviewed Ms. Cayson's application and made a recommendation to approve that her application be transmitted to the BCC for consideration along with the others.
- Nancy Bolton informed everyone that the CAC application for Tom Cleare has already been supported by three of the County Commissioners to serve as the Health Care District representative due to his experience in the community. Elizabeth Hernandez Cayson disclosed that she would not be a Health Care District representative and is applying as an At-Large member. Also, the CAC/HHS seat is not designated as a Health Care District seat. It is an "At-Large" seat requirement.
- Dr. Nate Nichols stated that if the late inclusion of Ms. Cayson's application causes any issues, he would be willing to rescind his application so that Ms. Cayson could remain serving on the CAC.
- David Rafaidus asked Ms. Bolton what the process would be to remove Dr. Nichols' application. Ms. Bolton said the nominations by the BCC are already partially established. Taruna Malhotra added that the problem is timing as the applications are being transmitted to the Board on this upcoming Tuesday, three (3) working days away. Ms. Bolton suggested that Dr. Nichols keep his application submitted and hold the position until staff can get the new application by Ms. Cayson submitted to another Board meeting. Dr. Nichols confirmed that he will do whatever he needs to do but he is requesting to be removed so that Ms. Cayson can take his seat and he plans to put this in writing. Dr. Barbara Cox Gerlock gave a recap of the aforementioned points to confirm that she understood the situation correctly. David Rafaidus said that the Board can appoint whomever they want regardless of the recommendations transmitted before them. Dr. Nichols said that although he understands that, he is making the decision to step away from the committee so that Ms. Cayson will remain.
- Randy Palo asked if the CAC discussion and recommendations on the applications could be communicated to the County Commissioners in some way. Ms. Bolton confirmed that this was correct.

- Chief Deputy Michael Gauger revealed that he had open heart surgery in May and is now getting back on his feet. Because he is stretched very thin amongst many different programs, he would be willing to tender his resignation to open his seat for Dr. Nichols.
- David Rafaidus informed everyone that when a member resigns, the BCC has the ability to appoint whomever they want to that position. He also reminded everyone that he needs a certain number of committee members in order to hold a quorum.
- Ms. Cayson asked for a motion to submit a recommendation from the CAC. Sandra Chamblee said there was a motion and wasn't sure if it needed to be amended to include Dr. Nichols' wish to remove his application or if there needed to be a separate motion for that. Because the motion is related to Ms. Cayson's application status, Barbara Jacobowitz suggested that the Vice-Chair be in charge of the motion. Everyone agreed.

ACTIONS OF MEETING

Agenda Item: ***3.E. CAC/HHS Membership Recommendations***

Discussion: For the record, the Chair, Elizabeth Hernandez Cayson, handed the gavel over to the Vice-Chair, Dr. Patrick Halperin.

The Citizens Advisory Regular Committee recommends transmitting Elizabeth Hernandez Cayson's application to the Board of County Commissioners for consideration of re-appointment to the CAC.

Action Taken: Motion by Sandra Chamblee. Second by Sharon Greene. The motion was approved by unanimous vote with one abstention from Elizabeth Hernandez Cayson.

- After repeat discussion in regards to the process of withdrawing an application, the CAC members decided to cancel their proposed motion for acceptance of Dr. Nichols' request because it is out of their control.
- Elizabeth Hernandez Cayson expressed her interest in remaining on the CAC board without her affiliation with the Health Care District and as an at-large appointee. She informed everyone that she has also expressed her desire to remain serving on the CAC with the Board of County Commissioners. She said that she was encouraged to continue serving on the CAC from an unnamed individual and this further established her decision.
- Dr. Nichols said regardless of the conversation, he has chosen to resign his application from consideration.
- Dr. Patrick Halperin expressed that the membership issues with the CAC is no longer up to the CAC members and it must be determined by the Board of County Commissioners.
- Randy Palo asked how the communication process occurs; specifically he asked if the BCC would learn of the discussion that occurred at today's CAC meeting. Nancy Bolton confirmed that the BCC will know of today's discussion but she was unsure of whether or not both issues will be addressed at the same time. She also mentioned the importance that the BCC places on the issue of diversity.
- Taruna Malhotra said Dr. Nichols' application withdrawal will be mentioned in the agenda item for the September 20th BCC meeting and then Ms. Cayson's appointment recommendation process will begin. Ms. Bolton said she would keep the CAC up to date.
- Dr. Barbara Cox Gerlock mentioned the importance of maintaining essence and diversity on the CAC.

REGULAR BUSINESS

Agenda Item: ***3.F. Attendance Requirements (Elizabeth Hernandez Cayson)***

- Elizabeth Hernandez Cayson wanted to discuss attendance requirements amongst the CAC members. Her specific issue was in regards to Andrea Stephenson, an ex-Officio member who has not attended one meeting in the entire year.
- Several members confirmed that Ms. Stephenson had previously stated her inability to attend the Regular CAC meetings due to scheduling conflicts.
- David Rafaidus reminded everyone that ex-Officio members do not have mandatory attendance requirements but regular committee members do have certain requirements for attendance according to the County Resolution. Mr. Rafaidus also confirmed that Ms. Stephenson has been very valuable to the committee in regards to assisting with aspects outside of the meeting that contribute to the committee.
- Dr. Nate Nichols expressed his opposition to Ms. Stephenson's reasons for not being able to attend the CAC meetings. He stated that as an ex-Officio member, he is able to attend all of the monthly CAC meetings throughout the year and expects other members to do the same if they wish to be a part of this board.
- Elizabeth Hernandez Cayson asked the committee members if they wished to send her a letter stating that they appreciate her contribution to the CAC as an ex-Officio but she will be removed from the official committee

due to her inability to attend any meeting. David Rafaidus said he will double check the Resolution that states how members are appointed or removed. Anne Gerwig asked if an ex-Officio member is only appointed as such because that individual has previously served as an official member. Mr. Rafaidus explained that ex-Officio members are appointed by the CAC or the BCC due to the value of their knowledge in regards to CAC discussed issues. Mr. Rafaidus believes the CAC has the ability to appoint or remove members but will have to check the Resolution to be sure.

- Because legal representation was not present at this meeting, Ms. Cayson and the rest of the committee members decided to table this discussion until the next CAC meeting.

OTHER BUSINESS

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

- Taruna Malhotra informed everyone that October is Poverty Awareness Month and there will be one week in the month filled with activities aimed at raising awareness of poverty in our community. Included in these activities, there will be a poverty simulation and a challenge to see what you could eat in one day for only \$5.50.
- Ms. Malhotra also mentioned the Legislative Summit that will occur on Friday, November 18th. There is a desire to have the CAC members attend this summit so Ms. Malhotra proposed moving the November CAC meeting to the same location as the Legislative Summit and holding the meeting in the morning before the summit begins. Anne Gerwig disclosed that she would have a conflict on that day.

ACTIONS OF MEETING

Agenda Item: **4.A. Moving the November Citizens Advisory Committee (CAC) Meeting Date**

Discussion: Randy Palo suggested moving the November 10th CAC meeting date to November 18th in order to coincide with the Legislative Summit date.

Action Taken: Motion by Randy Palo. Second by Sandra Chamblee. The motion was approved by unanimous vote with one abstention from Elizabeth Hernandez Cayson.

OTHER BUSINESS

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

- Barbara Jacobowitz announced the 10th Anniversary Future Medicine Summit, which is being held on September 15th in the evening for dinner and all day on September 16th. This is focused on healthy aging, mind, body, and spirit.
- Ms. Jacobowitz also reminded everyone that November is Diabetes Month. The Palm Beach County Diabetes Coalition now has 250 members and will be offering risk assessments at many more clinics throughout the entire month. If an individual shows up positive on their risk assessment, they will also receive A1C bloodwork for further confirmation. Ms. Jacobowitz expressed interest in presenting some Diabetes-related information in October's CAC meeting about what will be occurring during the month of November.

OTHER BUSINESS

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

- None

OTHER BUSINESS

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

- Houston Tate shared that there were several special State of Florida officials in attendance at the last Glades Technical Advisory Committee (GTAC) meeting. Residents in attendance were very pleased with how well the elected officials worked together and were very hopeful for the future of the Glades. Mr. Tate's office also coordinated a luncheon, where Elizabeth Hernandez Cayson was asked to be the Master of Arms for the evening; it was a great success!
- Mr. Tate has also been working with the Delta Organization, an Emergency Response Team, out in the Glades. They have provided hygiene kits, they have worked with seniors in the Pahokee, Belle Glade and South Bay region, and they have had a Hurricane flooding forum that went very well. Hopefully, The Delta Organization will be receiving approval on a grant provided by the County on September 27th, which will include workshops directed at seniors in the actual communities.

- Mr. Tate is pleased that Morgan Stanley Wealth Group approached him about getting involved with life skill workshops and getting those programs out to the youth. Mr. Tate wanted to make sure that their office opened this up to the county and several local organizations have been invited to the conference call.
- Dr. Patrick Halperin expressed how happy he was that Chief Deputy Michael Gauger came through and is recovering well from his open heart surgery.
- Seth Bernstein from Boystown mentioned that United Way of Palm Beach County and Children's Services Council is hosting a male recruitment mentor meeting at Revolutions in Cityplace tonight, September 8th, from 6-8pm. This is for any males who might be interested in mentoring.
- Mr. Bernstein also announced that Boystown will be celebrating its 25th year in Palm Beach County, next year it will be its 100th year overall, and in honor of that milestone there will be a private screening of the 1938 movie called Boystown at a Mizner theatre in Boca Raton. This will be held on October 5th, from 6-8pm.
- Mr. Bernstein said the National Alliance of Mental Health will be hosting a luncheon on October 14th at Broken Sound where Senator Renee Garcia and Representative Gayle Harrell will be given an award for their support of passing a bill this past year which will be bringing more Mental Health money into the state.

OTHER BUSINESS

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

- David Rafaidus mentioned that he has many potential agenda items in mind. If anyone has any suggestions, they are welcome to contact him.

DATE OF NEXT REGULAR MEETING: *October 13th, 2016*

DATE OF NEXT EXECUTIVE MEETING: *September 22nd, 2016*

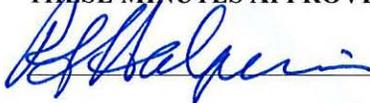
ACTIONS OF MEETING

Agenda Item: **5. Meeting Adjournment**

Discussion: None.

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

THESE MINUTES APPROVED AND ADOPTED by the CAC Regular Committee on *October 13th, 2016*.

 _____, CHAIR 10-13-16

*Prepared by SC – 09/13/2016
 Modified by DMR – 09/14/2016
 Modified by SH – 10/3/2016
 Modified by DMR – 10/3/2016*