



## **ADOPTED - REGULAR MEETING MINUTES**

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

**MEETING DATE and TIME:** January 13, 2022 at 9:00AM

**MEETING LOCATION:** Virtual & First Floor Conference Room – 2300 Vista Parkway, West Palm Beach, FL 33411

**PERSON PRESIDING:** Heather Tate-Boldt (Chair) (V)

**REGULAR MEMBERS IN ATTENDANCE: “Virtual” = (V) & “In-Person” = (IP):** Dr. Merlene Ramnon (IP), Dr. Christine Koehn (V), Dr. Thomas Cleare (IP), Randy Palo (V), Dr. Constance Siskowski (IP), Inger Harvey (V), Elisa Cramer (V), Anne Caroline Valtin (V)

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Scot Kannel (IP), Houston Tate (IP)

### **OTHERS IN ATTENDANCE:**

Taruna Malhotra (IP), Helene Hvizd (V), Meghan Parnell (IP), Stessy Cocerez (IP), John Dlugosz (IP), Ann Koebe (V), Ashley Pfister (V), Donna Pulda (V), Jennifer Rey (V), Katia Cavale (V), Kelsey Peterson (V), Kristie Giles (V), Lesley Bartick (V), Michael Wright (V), Nancy Yarnall (V), Renee Constantino (V), Schiller Ambroise (V), Seth Bernstein (V), Shantel Drayton (V), Sharon Rose (V), Susan Capone Rode (V), Kimberly Mondestin (IP)

\* There were also five (5) additional call-in users who did not introduce themselves during the call.

**DISCLOSURES:** Dr. Constance Siskowski is employed by the American Association of Caregiving Youth, which is a recipient of Financially Assisted Agencies (FAA) funding dollars.

**CHAIR & STAFF COMMENTS:** Heather Tate-Boldt wished everyone a Happy New Year, thanked everyone for attending the meeting, and welcomed all in attendance.

### **CONSENT ACTIONS OF MEETING**

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

**Discussion:** None

**Action Taken:** Motion was made to approve the agenda by Dr. Thomas Cleare. Second by Dr. Merlene Ramnon. Motion accepted and passed.

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

**Agenda Item:** *3.A. Adoption of CAC Regular Committee Minutes from November 4, 2021*

**Discussion:** None

**Action Taken:** Motion was made to approve the minutes by Dr. Thomas Cleare. Second by Dr. Constance Siskowski. Motion accepted and passed.

## **REGULAR BUSINESS**

### **Agenda Item: 3.B. PDIC Update - (Dr. Thomas Cleare and Randy Palo)**

- Dr. Thomas Cleare provided an overview of the subsequent steps following the retreat and he mentioned the feedback that was obtained during the retreat.
- Dr. Thomas Cleare shared that the last items to address were the Element introduction, the definitions, and any additional feedback that has not yet been incorporated.
- Dr. Thomas Cleare is anticipating three (3) more PDIC meetings to wrap up the Element update.

## **REGULAR BUSINESS**

### **Agenda Item: 3.C. CAC Retreat Follow-up & Next steps (Heather Tate-Boldt & Stessy Cocerez)**

- Stessy Cocerez outlined the timeline for next steps with the Element update.
- Heather Tate-Boldt initiated the discussion on the Retreat feedback.
  - Dr. Constance Siskowski initially mentioned she felt the Retreat was too long of a straight-through meeting and added the domain discussions felt incomplete. Meghan Parnell explained why the format had been chosen and mentioned that additional domain feedback could still be shared with CSD staff. Dr. Siskowski later retracted her comments on the length of the Retreat after having gotten the Retreat mixed up with another forum she had attended.
  - Dr. Merlene Ramnon said the Retreat had a great flow and she appreciated the information provided, however she suggested specific feedback times be established for each domain in the future.
  - Dr. Thomas Cleare asked if CSD staff had a list of the feedback from the Retreat. Meghan Parnell stated that they did but most feedback was related to general questions about the System of Care.
  - Heather Tate-Boldt appreciated James Green's introduction at the beginning of the Retreat and shared that while there were some issues with the sound online, it was quickly resolved and the presenters bounced back.
  - Dr. Christine Koehn enjoyed the information on the System of Care and hoped there was a plan for how to create a call to action to the partners in the community.
  - Randy Palo really liked the Retreat and the presentations. Mr. Palo suggested logging the Retreat presentation recordings as mini overviews of the System of Care. Mr. Palo also added that he was not surprised at the lack of feedback during the meeting but he felt it was important to focus on the areas in which Financially Assisted Agency (FAA) dollars would be concerned. Meghan Parnell informed Mr. Palo that the Retreat had been recorded and the recording would be available to share.
  - Scot Kannel felt that the format was ideal for providing information but it was not as good for collecting feedback from attendees. Mr. Kannel recommended a forum of smaller breakouts by Domain with each of the Subject Matter Experts for the future.

## **REGULAR BUSINESS**

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

- Meghan Parnell shared that the Steering Committees for Economic Stability & Self-Sufficiency and Intellectual & Developmental Disabilities had met twice in December 2021 and twice in January 2022. The names of the service categories had been changed (from Economic Stability/Mobility and Special Needs & Developmental Disabilities, respectively) to better represent what is being funded.
- Meghan Parnell thanked the steering committee members for their participation and input in the meetings.
- Meghan Parnell talked about the strategies, funding priorities, and overall process for the upcoming NOFO. Ms. Parnell also added that the meeting notes would be shared with the steering committee members.
- The anticipated release for the NOFO is end of February 2022 or beginning of March 2022.
- Scot Kannel briefly discussed the steering committee's conversation surrounding the 14-C certifications that allow organizations to pay less than minimum wage to those with IDD using results from time studies. There was consensus that the County should look into a way to address this issue.

## **REGULAR BUSINESS**

### **Agenda Item: 3.E. *Future Presentation Schedule Review (Membership Process (Heather Tate-Boldt))***

- Meghan Parnell gave a brief overview of the upcoming CAC/HHS presentations.
  - Heather Tate-Boldt asked why there was so much to discuss within the realm of Behavioral Health. Meghan Parnell explained that there have been many shifts in Behavioral Health and CSD wants to be on the same page with the funding priorities and available dollars.
  - Dr. Christine Koehn would like to see how physical and behavioral health intertwines with one another as well as what efforts are currently being done in the community.
  - Randy Palo asked if information gleaned from the Department of Health and Healthcare District needs assessment could be shared with the CAC/HHS. Dr. Merlene Ramnon assured everyone that the information would be shared once it is available.
  - Dr. Constance Siskowski suggested some type of forum to celebrate all the wonderful work that has been done in our County.
  - Elisa Cramer echoed Dr. Christine Koehn's comment regarding the inclusion of BeWell and Children's Services Council and suggested that Birth to 22 would be a good partner for the behavioral health presentation.
  - Heather Tate-Boldt asked how the Behavioral Health presentation would be conducted. Taruna Malhotra mentioned that April would focus on the general System of Care and the School Board's impact while September would be a deeper dive conversation with the individual agencies and would serve as the driving presentation to inform the Behavioral Health NOFO in 2023.

## **OTHER BUSINESS**

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

- Taruna Malhotra shared the following updates:
  - The annual Point-in-Time (PIT) count is still happening from January 27, 2022 through January 28, 2022 and the COVID situation is continuously monitored.
  - Since March 2021, \$52 million of the Emergency Rental Assistance (ERA) funding has been utilized and 17,000 households have been served. Due to the rate of spending, the remaining dollars should be spent by fall 2022. CSD will be requesting additional dollars.
  - CSD is expanding the Coordinated Call Center with 24/7 access to navigation for homeless services.

## **OTHER BUSINESS**

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

- Dr. Constance Siskowski asked about the status of rent control options in the County. Taruna Malhotra agreed that the whole County was struggling with this and there is concern on how to address this need once ERA funds are finished. Ms. Malhotra added that there is work happening with legislative partners in Tallahassee to try to pass some type of bill. CSD is also working with landlords on 6/12-month commitments.
- Dr. Christine Koehn asked Taruna Malhotra how to approach the three-year (3-year) NOFO funding cycle considering the current uncertainties. Taruna Malhotra informed her that the department is looking into placing restrictions on the ERA funds to try to stretch out the dollars. The department is also requesting additional funds from the ERA2 allocation. There are additional internal discussions on prioritizing the most vulnerable applicants in the community and encouraging our nonprofit agencies to tap into ERA funds instead of FAA dollars to extend the funding availability. Ms. Malhotra also shared that the department is reprogramming homeless services programs to add more vocational training, resume-building skills, job coaching, mentoring programs, etc.
- Dr. Merlene Ramnon shared updates and information on the COVID situation Palm Beach County:
  - From January 6, 2022 through January 12, 2022, the positivity rate averaged 28.34%.
  - Sixty-five percent (65%) of individuals aged five (5) and above had received their second vaccine as of January 9, 2022.
  - The best masks to utilize are either KN95 or N95.

- If an individual tests positive with a rapid test (including self-test kit), they should follow up with a PCR test. The PCR test is most reliable if the individual has been exposed to the virus while the Rapid test is best used when the individual already has acute symptoms present.
- Houston Tate reported that his staff distributed 1,494 rapid test self-kits on January 12<sup>th</sup> to twelve (12) CCRT communities. Mr. Tate also thanked Dr. Merlene Ramnon for attending and providing valuable information at the most recent CCRT meeting.

### **OTHER BUSINESS**

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

- None

### **OTHER BUSINESS**

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

- Dr. Merlene Ramnon introduced her new staff member who will be leading their Community Health Equity task force - Kimberly Mondestin.
- Seth Bernstein announced that United Way's Volunteer Income Tax Assistance (VITA) program would begin this month (January 2022) for households earning \$68,000 or less in 2021. More information can be found at <http://unitedwaypbc.org/taxes> or by contacting the 211 helpline.

### **OTHER BUSINESS**

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

- Heather Tate-Boldt reminded everyone that the future presentation schedule had already been discussed earlier in the meeting.

### **ACTIONS OF MEETING**

#### **Agenda Item: 5. Meeting Adjournment**

**Discussion:** None

**Action Taken:** Motion was made to adjourn the meeting by Dr. Thomas Cleare. Second by Dr. Merlene Ramnon. Motion accepted and passed.

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**Future Meetings:** CAC/HHS Regular Meetings (9:00AM): February 10, 2022; March 10, 2022  
CAC/HHS Executive Meetings (if needed – 8:15AM): February 10, 2022; March 10, 2022  
PDIC Meetings (2:30PM): January 27, 2022; February 24, 2022

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**THESE MINUTES APPROVED AND ADOPTED** by the CAC Regular Committee on February 10, 2022.

*Adopted by CAC on 2/10/2022*

*Reviewed and revised by SC & MP on 01/25/2022*

*Prepared by JD on 01/21/2022*