



## **ADOPTED - REGULAR MEETING MINUTES**

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

**MEETING DATE and TIME:** March 8, 2018 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:** Randy Palo, Sharon Greene, Dr. Thomas Cleare, Barbara Jacobowitz, Sandra Chamblee, Dr. Christine Koehn

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Dr. Barbara Cox Gerlock

**OTHERS IN ATTENDANCE:** Nancy Bolton, James Green, Taruna Malhotra, Meghan Parnell, Helene Hvizd, David Rafaidus, Stessy Cocerez, Vivian Blackmon-Taylor, Bibi Baksh, Lauren Sarrotto (Center for Child Counseling), Karis Engle (Glade's Initiative), Jared Greene (Boystown), Tiffany Parrish (Health Council of Southeast Florida), Kemberly Bush (Pathways to Prosperity), Adam Reback (Department of Health), Nancy Yarnall (Area Agency on Aging), Richard Radcliffe (League of Cities)

**DISCLOSURES:** None.

**CHAIR & STAFF COMMENTS:** Anne Gerwig apologized for arriving late this morning.

### **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 Anne Gerwig. Second by Sharon Greene. Minutes approved and adopted by unanimous vote.

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

**Agenda Item:** *3.A. Adoption of CAC Regular Committee Minutes (February 22, 2017)*

**Discussion:** None.

**Action Taken:** Motion to approve the minutes by Sandra Chamblee. Second by Barbara Jacobowitz. Minutes approved and adopted by unanimous vote.

### **REGULAR BUSINESS**

**Agenda Item:** *3.B. FAA RFP Update (Meghan Parnell)*

- Meghan Parnell gave an update on the current status of the RFP:
  - The Bidder's Conference was held on Wednesday, March 7, 2018 and 21 agencies attended.
  - The RFP Due Date is Friday, March 30, 2018 at 11:59PM.
  - Cone of Silence is in effect until the Board of County Commissioners (BCC) approves the contracts.
  - The Review Panel teams have been established.
- James Green gave a brief update on the 2018 Point-In-Time (PIT) count numbers. Overall, the count went down by 18%. This data is available as a resource for applying agencies.

## **REGULAR BUSINESS**

### **Agenda Item: 3.C. CAC/HHS Membership Matrix (James Green & David Rafaidus)**

- David Rafaidus explained the layout of the Citizens Advisory Committee (CAC) matrix, which is currently in development.
- Some of the currently identified gaps include developmental services, elderly services, transportation, etc.
- James Green noted one of the ways we could align the CAC membership is to tweak the Resolution itself.
- James Greene said, ideally, the CAC members would have some level of leadership and expertise in the outlined components.
- There was additional discussion on how to best go about choosing or recommending new members for the committee.

## **REGULAR BUSINESS**

### **Agenda Item: 3.D. Economic Mobility & Reducing Poverty (James Green)**

- James Green mentioned that several representatives from our county will be attending an Equity Summit in Chicago.
- James Green has also collaborated with PolicyLink to work towards making more meaningful policy changes.
- James Green presented a short video regarding economic mobility. The video summarized the roles of the stakeholders and what policies have to be in place to make a difference.
- James Green and Taruna Malhotra discussed the collaboration between different community committees, such as the Community Services Department with Birth to 22.
- General discussion was had in regards to next steps and feedback on the presented video.
- The Poverty-centered subcommittee of the CAC will meet on March 22, 2018.

## **REGULAR BUSINESS**

### **Agenda Item: 3.E. Community Health Improvement Plan (CHIP) (Tiffany Parrish)**

- Tiffany Parrish from the Health Council of Southeast Florida gave a PowerPoint presentation discussing the Community Health Improvement Plan (CHIP).
- The CHIP aims at moving the needle for our community by collaborating with various stakeholders.
- Various discussion and feedback occurred in regards to additional collaboration and future tasks.
- The three (3) priority areas of the CHIP are: 1). Mental and Behavioral Health, 2). Active Living and Health Lifestyles, and 3). Access to Care and Services.
- The next CHIP meeting will be on May 2, 2018 at Quantum Foundation. *Note: After the CAC/HHS Meeting (March 8<sup>th</sup>, 2018) was held, the next CHIP meeting was rescheduled to be held on May 29, 2018).*

## **OTHER BUSINESS**

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

- James Green said interviews will start next week for the candidate that will be working directly on the opiates issue in the County.
- David Rafaidus discussed attendance and future meeting dates for the CAC.

## **OTHER BUSINESS**

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

- Barbara Jacobowitz distributed flyers for various upcoming events.
- Barbara Jacobowitz will be receiving a “Hero in Medicine” award for community outreach.
- Anne Gerwig mentioned her participation in the Let’s Move initiative and her excitement for more cities to get involved.

## **OTHER BUSINESS**

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

- None.

**OTHER BUSINESS**

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

- James Green and Nancy Bolton announced the upcoming Mayor’s Ball for Homelessness. It had a record number of RSVPs this year.
- James Green announced the hiring of a new Palm Beach County School District Superintendent, Dr. Donald Fennoy.

**OTHER BUSINESS**

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

- Randy Palo suggested a presentation for someone to give a Legislative update to the committee.
- Dr. Barbara Cox Gerlock suggested a presentation from the new Palm Beach County School District Superintendent, Dr. Donald Fennoy.

**DATE OF NEXT REGULAR MEETING:** *April 12, 2018 & May 10, 2018*

**DATE OF NEXT EXECUTIVE MEETING:** *March 22, 2018 & April 26, 2018*

**ACTIONS OF MEETING**

**Agenda Item: 5. Meeting Adjournment**

Discussion: None.

Action Taken: Motion by Anne Gerwig. The meeting was adjourned by unanimous vote.

**THESE MINUTES APPROVED AND ADOPTED** by the CAC Regular Committee on *April 12, 2018*.


 \_\_\_\_\_, CHAIR 4-12-2018

*Prepared by SC – March 8, 2018*  
*Revised by DMR – May 4, 2018*