



ADOPTED - REGULAR MEETING MINUTES

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

MEETING DATE and TIME: January 10, 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: Randy Palo, Elizabeth Hernandez Cayson, Dr. Thomas Cleare, Sharon Greene, Barbara Jacobowitz, Dr. Christine Koehn, Heather Tate-Boldt

EX-OFFICIO MEMBERS IN ATTENDANCE: Houston Tate

OTHERS IN ATTENDANCE: Nancy Bolton, James Green, Taruna Malhotra, Meghan Parnell, Helene Hvizd, David Rafaidus, Stessy Cocerez, Vivian Blackmon-Taylor, Roger Nielsen, Maura Merkal (PBC Resident/Volunteer), Richard Radcliffe (League of Cities), Karis Engle (The Glades Initiative), Tessy LaCroix (AVDA), Natalie Diaz Rodriguez (CAP), Faith Manfra (DOSS), Ontario Johnson (P2P)

DISCLOSURES: Heather Tate-Boldt disclosed that her agency, El Sol JNRC, currently receives funding from Financially Assisted Agencies (FAA).

CHAIR & STAFF COMMENTS: Anne Gerwig became a grandmother last week; she will also be leaving today's meeting early to attend a funeral in Coral Sky for K9 Cigo.

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 Elizabeth Hernandez Cayson. 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 (December 13, 2018)*

Discussion: None.

Action Taken: Motion to approve the minutes by Barbara Jacobowitz. All in favor. Minutes approved and adopted by unanimous vote.

REGULAR BUSINESS

Agenda Item: *3.B. Economic Access/Poverty Workgroup Update (James Green & Dr. Christine Koehn)*

- James Green announced the upcoming Summit on Prosperity & Economic Opportunity on May 22 and 23, 2019.
- Mr. Green also discussed the Needs Assessment process and the hope that the final document will be utilized for the RFP process.
- Taruna Malhotra gave an overview of the Securing Our Future Initiative (SOFI) focus group for the FAA providers that happened in December.

- Ms. Malhotra and Mr. Green presented the SOFI website in its draft form.
- Mr. Green mentioned his hope to launch a SOFI pilot program with CAP.

REGULAR BUSINESS

Agenda Item: 3.C & D. FAA RFP Update & Review of FAA RFP (Meghan Parnell)

- Meghan Parnell presented an updated FAA RFP timeline.
- Another FAA Focus Group for providers is planned for January 22, 2019 from 1-3pm.
- RFP draft will be presented to CAC on February 14, 2019.
- Reviewer training & panel dates are tentative.
- Randy Palo and Elizabeth Hernandez Cayson have volunteered as panel reviewers for Economic Stability/Poverty and Senior Services, respectively; Ms. Parnell is still working with the community to recruit other volunteers.

REGULAR BUSINESS

Agenda Item: 3.E. CAC/HHS Membership Composition & Matrix (James Green)

- James Green presented the current CAC Matrix and briefly described the different areas and categories that should be addressed.
- Mr. Green introduced the different potential CAC members. There will be a meet & greet with them on January 15, 2019 at 12pm.
- The CAC and staff discussed the potential members; Mr. Green told the committee that he would provide a more concrete list by the February CAC meeting.

REGULAR BUSINESS

Agenda Item: 3.F. CAC/HHS & ex-officio Nominations (David Rafaidus)

- David Rafaidus discussed the current and upcoming status of the CAC positions.

OTHER BUSINESS

Agenda Item: 4.A. Staff Information Updates

- James Green mentioned the Point in Time count on January 24 and 25, 2019 and he invited everyone to participate.
- Mr. Green said the Government Alliance on Racial Equity will hold an all-day session on February 19, 2019 before the Race to Equity Summit on February 20 and 21, 2019.
- Mr. Green also spoke about the Mayor's Ball occurring in late February 2019.
- Nancy Bolton gave an update on the substance abuse stabilization project.
- Mr. Green also gave an update on the status of the second Homeless Resource Center.

OTHER BUSINESS

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

- Randy Palo and Elizabeth Hernandez Cayson brought calendars from Children's Service Council calendars to share with attendees.

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 thanked Sharon Greene and Tameka Marshall for their ongoing support, collaboration, and assistance.

OTHER BUSINESS

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

- David Rafaidus mentioned how packed their upcoming schedule is but welcomed additional input.
- Randy Palo requested an update from the Senior Program Manager on Substance Abuse.

DATE OF NEXT REGULAR MEETING: *February 14, 2019, March 14, 2019*
DATE OF NEXT EXECUTIVE MEETING: *February 28, 2019, March 28, 2019*

ACTIONS OF MEETING

Agenda Item: **5. Meeting Adjournment**

Discussion: None.

Action Taken: The meeting was adjourned by Dr. Christine Koehn. Second by Elizabeth Hernandez Cayson.

THESE MINUTES APPROVED AND ADOPTED by the CAC Regular Committee on *February 14, 2019.*

 , CHAIR _____

Prepared by SC – January 28, 2019
Modified by DMR – January 29, 2019