



RETREAT MEETING MINUTES

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

MEETING DATE and TIME: December 9, 2021 at 8:30AM (Annual Retreat)

MEETING LOCATION: Vista Center – 2300 Vista Parkway, WPB, FL 33411 (Room 1W47/50 – 1st Floor Conference Room)

PERSON PRESIDING: James Green (CSD Department Director) (IP)

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

EX-OFFICIO MEMBERS IN ATTENDANCE: Dr. Barbara Cox Gerlock (V), Scot Kannel (IP), Houston Tate (IP)

DOMAIN SUBJECT MATTER EXPERTS IN ATTENDANCE: Jonathan Brown (IP), Julia Dattolo (V), Levi McCollum (V), Louis Ferri (V), Julie Kreafler (V), Keith Oswald (V), Regenia Herring (IP), Aruna Gilbert (V), Tammy Fields (IP)

OTHERS IN ATTENDANCE: Taruna Malhotra (IP), Helene Hvizd (V), Meghan Parnell (IP), Stessy Cocerez (IP), John Dlugosz (IP), Elizabeth Harfmann (IP), John Hulick (IP), Michael Wright (V), Jackie Chong (IP), Renee Constantino (V), Suzanne Cordero (IP), Reginald Durandisse (V), Karis Engle (V), Emily Gorman (V), Debra Graff (IP), Anna Hartnig (IP), Kathleen Kroll (V), Matthew Kwarchak (V), Debbie Lee-Thomasset (IP), Rachel Mondesir (IP), Jared Policano (V), Charla Reece (V), Rebecca Reinsburrow (V), Claudia Roberts (V), Susan Rode (V), Maria Rojas-Lopez (V), Lauren Scirrotto (V), Stephanie Siebel (V), Tanvinder Toot (V), Nicolette Sas (IP), Marie Estime (IP), Andres Torrens (V), Angie Sweeney (V), Jessica Pagan (V), Nina Guteres (V), Pam O’Brien (V), Randee Gabriel (V),

Agenda Item: 1. *Welcome (Heather Tate-Boldt, CAC/HHS Chair)*

- Heather Tate-Boldt thanked everyone for attending and expressed her gratitude for the hard work that went into organizing the Retreat.

Agenda Item: 2. *Opening Remarks (James Green & Taruna Malhotra)*

- James Green thanked everyone for attending. Mr. Green also thanked all the staff members that had a hand in putting together the Retreat, the CAC/HHS members for their leadership and guidance throughout the Element update process, and the Domain presenters for their input and oversight.
- James Green gave an outline of the agenda and discussed the purpose of the meeting.
 - To accurately reflect current operations
 - To align with the Board of County Commissioners’ (BCC) priorities
 - To improve overall coordination, prevent duplicative efforts, and to maximize the impact of the limited resources that are available
 - To maximize opportunity for individual and family success (Opportunity Ecosystem)
 - To preserve and protect safety net for vulnerable populations and improve overall client experience (mitigate impact of trauma, etc.)
 - To attract investors and maximize return on investment

- There was an overview of the Ecosystem Wheel and the key players (backbone organizations, municipalities, community voice).
- There was dialog around the Core Values (including the Racial Equity Statement), Core Policies, and Key Definitions within the Element.
 - Racial equity is an outcome and a process that eliminates racial disproportionalities so that race is not a predictor of success.
 - Taruna Malhotra went over a set of guiding principles that the CAC/HHS uses to assess, guide, and govern the overall Health and Human Services System of Care.
 - Institutional and structural racism and discrimination must be dismantled in order to address the disparities that currently exist
 - Health and Human Services should be provided in the least restrictive environment
 - Services should focus on the needs of individuals and families ensuring that people's needs, values and care is respectful and responsive to them
 - An integrated service delivery approach is needed in order to break down silos, reduce duplication of effort, share critical information and maximize results for individuals, families and communities
 - All workers should be able to earn a living wage and be provided an opportunity to develop their skills over time to facilitate upward mobility.
 - Elected officials, institutional leaders, employers, non-profits, foundations, workers and other members of society all play a role in individuals entering and staying in the workforce.
 - All residents should have the opportunity to work to their fullest potential, and earn a decent income as a primary way to meet their personal, social and economic responsibilities.
 - Business and other organizations play a critical role in providing quality work and providing opportunity for upward mobility.
 - Employment support benefits should provide enough economic stability for families to stabilize and advance economically and live in dignity.
 - Taruna Malhotra also described the Vulnerable Populations referenced in the Element. These include, but are not limited to:
 - Senior Citizens
 - Individuals with Disabilities and Special Needs
 - Individuals who have experienced domestic violence
 - Youth (specifically youth with special needs, LGBTQ, Black/African American & Hispanic/Latino, caregiving youth, court-involved youth, homeless & foster care youth, and youth presenting with behavioral health concerns)
 - Individuals living with HIV/AIDS
 - Veterans
 - Migrant Farmworkers
 - Individuals and families living at or below 200% of the Federal Poverty Level

Agenda Item: **3. Introduction to the Element (Dr. Christine Koehn)**

- Dr. Christine Koehn gave additional context surrounding the Resolution, which established the CAC/HHS and describes their mission to assist the BCC in the assessment of need, planning, implementation, and evaluation of a System of Care (as defined in the Health and Human Services Element of the PBC Comprehensive Plan).
- Dr. Christine Koehn also talked through the roles and responsibilities of the CAC/HHS
 - To make recommendations
 - On the collection of data necessary to analyze the health and human service needs of the PBC residents
 - During the Financially Assisted Agencies (FAA) funding process on an annual basis
 - To create a forum for citizen participation
 - For all phases of the HHS Element of the PBC Comprehensive Plan development and amendment process

- To gather consumer, minority, and affected party input on an issue-by-issue basis and allow for those affected to be involved in the Committee’s activities
 - To serve as a link to local and regional health and human service planning organizations
- Dr. Christine Koehn additionally discussed what a Health and Human Services System of Care was, the value of assessing the System of Care, and how to frame the HHS Element to manage expectations surrounding the process.
 - The Element identifies the County’s role in funding, providing and/or supporting the delivery of health and human services; it also defines the County’s relationship with other funders and providers of services for the purpose of maximizing the resources and benefits available to Palm Beach County residents
 - Palm Beach County does not serve as the lead agency and is not primarily responsible for every domain; each domain represents a system of care with a Backbone organization that focuses on Quality of services, Accessibility, Availability, Accountability, & Coordination; a set of core values governs how to approach the work.
 - Assessing the System of Care:
 - Provides a framework for the CAC/HHS to visualize gaps within each domain and strategically allocate resources to fill gaps
 - Aligns the System of Care across domains and enhances opportunities for other funders to align
 - Strengthens the CAC’s ability to advocate for the alignment of policies and institutional practices at a local, state and federal level

Agenda Item: 4. Domain Presentations (Community Partners)

The domain presentations will not be summarized individually to assist in saving space. The individual presentations can be requested if needed. The order depicted below is following the order of presentations from the Retreat and do not align with the order of the Domains within the updated Element document.

- **Housing & Homelessness (Taruna Malhotra & Jonathan Brown)**
- **Employment (Julia Dattolo)**
- **Safety & Justice (Regenia Herring & Elisa Cramer)**
- **Transportation (Levi McCollum & Louis Ferri)**
- **Food & Hunger (Julie Kreaflle)**
- **Health & Wellness (Dr. Thomas Cleare)**
- **Education (Keith Oswald)**
- **Child Care (Randy Palo, Aruna Gilbert & Tammy Fields)**

Agenda Item: 5. Questions, Answers, & Additional Feedback (James Green & Anne Caroline Valtin)

- Anne Caroline Valtin expressed gratitude for the discussion around Racial Equity but stressed the importance of being mindful around all the different types of discrimination that exists.
- Dr. Constance Siskowski asked what was currently occurring to help prevent homelessness and if there was room to collaborate on new ways to work on this. Dr. Siskowski also asked if there is anything being done to address the issue of landlords selling their homes and displacing renters.
 - James Green broke down the major components of the Leading the Way Home plan. Mr. Green also discussed the various funding sources that are used for prevention, how the electric/rental assistance helps to create disposable income and the importance of the various community partners (Legal Aid, Rural Legal Services, etc.) helping with eviction prevention.
 - Taruna Malhotra shared that the aim is to focus on self-sufficiency for families. Ms. Malhotra also mentioned how the Community Services Department is expanding their call center (24/7 services for Homeless-related line) to increase access to services.
 - Jonathan Brown added that the department of Housing and Economic Development is working to assist with mortgage payments and foreclosure prevention to help homeowners remain in their homes.
- Scot Kannel inquired on how FAA providers should utilize the Element as a guide now.

- James Green informed him that the BCC has set the priorities and the Community Services Department currently focuses on three (3) – Homelessness, Behavioral Health & Substance Use, and Economic Mobility. Mr. Green briefly discussed the purpose of the Indicator Report. Mr. Green also explained the Notice of Funding Opportunity (NOFO) development process and described how data is gathered to create strategies and outcomes.
- Nina Guteres asked if there were any new funding opportunities coming available in 2022.
 - James Green mentioned there would be a NOFO released through FAA as well as additional funding opportunities using the American Rescue Plan dollars.
- Dr. Merlene Ramnon asked if there were any surveys or measures to capture the voices of the homeless population.
 - Jonathan Brown and James Green described the efforts by the Housing and Homeless Alliance (HHA) to remain active throughout the community and build relationships.
 - Taruna Malhotra also mentioned about the annual Point-In-Time count.
- Tammy Fields mentioned that there is a shortage of workers in the Mental Health field.
- El Sol provided feedback after the meeting about changing the term from ‘Migrant Farmworkers’ to ‘Migrant Workers’.

Agenda Item: 6. Beyond the Element (Future Indicator Report) (James Green)

- James Green spoke about several examples of effective System of Care indicators.
 - Equitable Focus on Vulnerable Populations
 - Resource Availability & Strategic Allocation
 - Location & Service Integration Model
 - Customer Satisfaction
 - Data & Outcome Focused
 - Prevention to Intervention Continuum
 - Evidence-based Programs & Services
- James Green also gave examples of various measures that the CAC/HHS could use to assess each System of Care.
 - Resource Availability & Strategic Allocation
 - Location & Service Integration Model
 - Customer Satisfaction
 - Data & Outcomes Focused
 - Prevention to Intervention Continuum
 - Evidenced-Based Programs & Services

Agenda Item: 7. Next Steps (James Green & Stessy Cocerez)

- Stessy Cocerez gave a brief breakdown of the next steps of the Element update
 - Initiation hearings:
 - Planning Commission – January 14, 2022
 - BCC – February 2, 2022
 - Transmittal hearings (Round 22-B of Planning amendments):
 - Planning Commission – May 13, June 10, July 8 or August 12, 2022 (any of these dates)
 - BCC – August 31, 2022
 - Adoption hearing:
 - BCC – November 30, 2022

Agenda Item: 8. Adjournment (James Green)

- Annual Retreat was adjourned.

*Reviewed and revised by SC & MP on 1/25/2022
Prepared by SC on 01/24/2022*