



ADOPTED - REGULAR COMMITTEE MEETING MINUTES

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

MEETING DATE and TIME: February 11, 2021 at 9:00AM

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

PERSON PRESIDING: Dr. Christine Koehn (Chair) (V)

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

Note: A quorum of six (6) CAC/HHS members must be physically present (IP) at the meeting to vote or take action on agenda items. Only five (5) CAC/HHS members were physically present at the meeting therefore adoption of agenda items could not occur.

EX-OFFICIO MEMBERS IN ATTENDANCE: Scot Kannel (IP), Barbara Gerlock (V),

OTHERS IN ATTENDANCE: Nancy Bolton (V), James Green (IP), Taruna Malhotra (IP), Helene Hvizd (V), Meghan Parnell (IP), David Rafaidus (IP), Stessy Cocerez (IP), John Dlugosz (IP), John Hulick (V), Anita Cocoves Delray Beach (V), Jared Green Boystown (V), Jay Flicker DATA (V), Jennifer Flicker AVDA (V), Jill Singer PBC CSD (V), Joanna Reid PBC CSD (V), John Fowler DATA (V), Julie Kreamfle UW Hunger Relief (V), Karis Engle The Glades Initiative (V), Nancy Yarnall AAA (V), Randee Gabriel 211 PB/Treasure Coast (V), Seth Bernstein United Way (V), Sharon Rose Gerontology Associates (V), Tammy Fields PBC Youth Services (V), Teresa Pedicino PBC CSD Senior Services, Wendy Tippet PBC CSD (V), Allen Kramer (V) .

DISCLOSURES: Dr. Constance Siskowski is employed by the American Association of Caregiving Youth, which is a recipient of FAA funding dollars.

CHAIR & STAFF COMMENTS: Dr. Christine Koehn brought the meeting to order.

CONSENT ACTIONS OF MEETING

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

Discussion: None

Action Taken: *Note: A physical quorum of CAC/HHS members were not present therefore adoption of the agenda will be deferred to the March 11, 2021 Regular Committee meeting.*

REGULAR BUSINESS - ACTIONS OF MEETING

Agenda Item: 3.A. Adoption of CAC/HSS Regular Committee Minutes (December 10, 2020)

Discussion: James Green advised the CAC board that recommendations can be made and accepted, however no vote can be made on agenda items due to not having a physical quorum present.

Action Taken: Unanimous recommendation made to bring January and February CAC/HHS Meeting Minutes to the next CAC/HHS meeting for approval. *Note: A physical quorum of CAC/HHS members was not present and therefore adoption of the agenda will be deferred to the March 11, 2021 Regular Committee meeting.*

REGULAR BUSINESS

Agenda Item: ***3.B Review and Acceptance of Draft Housing and Homelessness Domain (Dr. Koehn)***

- Dr. Koehn provided an overview and some of the revisions made on the Draft Template Housing and Homelessness Domain. Randy Palo also commented on how Elements of the Housing and Homelessness Domain are FAA funded and how language was added to reflect the Elements that are FAA funded.

REGULAR BUSINESS

Agenda Item: ***3.C PDIC Timeline Update (Dr. Koehn, Dr. Cleare, David Rafaidus)***

- Dr. Koehn discussed multiple updates regarding the PDIC Timeline
- David Rafaidus discussed the upcoming Child Care and the Health and Wellness Domains that are currently scheduled to be discussed by the PDIC on February 25, 2021.

REGULAR BUSINESS

Agenda Item: ***3.D Presentation: NOFO – Homelessness & Behavioral Health (Wendy Tippett, John Hulick, and Meghan Parnell)***

- Wendy Tippett presented proposed plans in the FAA NOFO (Homelessness), and provided an overview of current and past efforts to reduce and prevent homelessness along with related statistics. In addition, Wendy presented plans that have been made for addressing homelessness in the future and how all of the aforementioned are related to the NOFO.
- John Hulick presented proposed plans in the FAA NOFO (Behavioral Health), the strategic priority of the BCC to address substance abuse and behavior disorders and how the aforementioned are addressed in the NOFO.
- James Green commented on past efforts and planning that lead to a revised Homelessness Plan, progress and accomplishments that have been made, and all the ways data has been gathered to inform the priorities and strategies in the proposed FAA NOFO to address Homelessness by CSD.

REGULAR BUSINESS

Agenda Item: ***3.E FAA Budget & BCC Priorities (Nancy Bolton, James Green, & Taruna Malhotra)***

- Nancy Bolton discussed the budgetary difficulties the county will be challenged with in 2022.
- James Green discussed new ERA funding allocated for rental and utility assistance and how CSD is preparing to provide services with new funding.
- Taruna Malhotra discussed more specific details on planning and funding as they relate to CSD and FAA.

REGULAR BUSINESS

Agenda Item: ***3.F Review of CAC/HHS Membership Matrix & Applications (Dr. Koehn)***

- Dr. Koehn briefly reviewed a copy of the CAC/HHS Membership Matrix and specifically what will be needed from new members/applicants. Dr. Koehn discussed how the CAC will be identifying areas of expansion and how CAC members will be recruiting new CAC members to fill identified expertise needs.

OTHER BUSINESS

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

- James Green provided updates about upcoming webinars:
 - Mitigate the Spread of COVID-19 While Maintaining Essential Health & Human Services
 - How to Use Your Tax Refund to Start a Business
 - Fiscal Benefits Cliff

OTHER BUSINESS

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

- None

OTHER BUSINESS

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

- None

OTHER BUSINESS

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

- Anne Caroline Valtin commented on a charity challenge that took place in Wellington that raised 1.1 million dollars in funding from the Equestrian community that will go to support 47 Palm Beach County agencies.
- Alan Bottorff commented on T. Leroy Jefferson Medical Society that received an award of \$15,000 from the Equestrian community to support health care education.
- Nancy Bolton commented on how the Palm Beach County Food Bank has received its funding for its new warehouse and its grand opening.

OTHER BUSINESS

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

- Meghan Parnell will plan to present the NOFO Process at the next CAC/HHS meeting.

DATE OF NEXT REGULAR MEETING(S):

*March 11, 2021
(9:00 AM)*

&

*April 8, 2021
(9:00 AM)*

DATE OF NEXT EXECUTIVE MEETING(S):

*February 25, 2021
(9:00 AM)*

&

*March 25, 2021
(9:00 AM)*

DATE OF NEXT PDIC MEETING(S):

*February 25, 2021
(2:30 PM)*

&

*March 25, 2021
(2:30 PM)*

ACTIONS OF MEETING

Agenda Item: *Meeting Adjournment*

Discussion: None.

Action Taken: Motion to adjourn the meeting by Alan Bottorff.

THESE MINUTES APPROVED AND ADOPTED by the CAC Regular Committee on March 11, 2021.

Adopted by CAC on March 11, 2021

Modified by DMR based on MP comments March 5, 2021

Modified by DMR February 22, 2021

Prepared by JD on February 17, 2021