



## **ADOPTED - REGULAR MEETING MINUTES**

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

**MEETING DATE and TIME:** March 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):** Alan Bottorff (IP), Randy Palo (IP), Anne Caroline Valtin (IP), Dr. Merlene Ramnon (IP), Dr. Constance Siskowski (IP), Heather Tate-Boldt (V), Inger Harvey (V), Elisa Cramer (V),

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

**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), Jodie Boisvert(V) , John Hulick (V) , Sharon Rose(V) , Lesley George (V), Jennifer Rey(V) , Ann Berner (V) , Ariana Ciancio (V), Anita Cocoves (V), Renee Constantino (V), Steve Farnsworth (V), James Flicker (V), Susan Foley (V), John Fowler(V) , Randee Gabriel (V), Emily Gorman (V) , Gaynelle Gosselin (V), Karyn Green(V) , Jodie Greenblatt(V) , Jared Greene (V), Staci Katz (V), Maureen Kielian (V), Julie Krefle (V), Matt Kwarchak (V), Casey Messer (V), Teresa Pedicino (V), Kelsey Peterson (V), Carlos Poveda (V), Rachel Ramos(V) , Joanna Reid(V) , Claudia Roberts (V), Sharon Rose (V), Yves Saint-Hillien(V) , Jill Singer (V), Alton Taylor (V), Stephanie Thompson (V), Julie Ubilla (V), Michael Valdes (V), Johnsonley Verty (V) , Darline Williamson(V) , Richard Radcliffe (IP).

**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 thanked everyone for attending and contributing to the meeting. Dr. Koehn is looking forward to the upcoming Notice of Funding Opportunities (NOFO) and is looking forward to the upcoming year and returning to a more normal order of affairs.

### **CONSENT ACTIONS OF MEETING**

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

**Discussion:** Dr. Christine Koehn asked for any suggestions for additions, deletions & substitutions.

**Action Taken:** None due to not having a physical quorum present.

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

**Agenda Item:** *3.A. Adoption of CAC Regular Committee Minutes from (December, 2020, January, 2021, February, 2021)*

**Discussion:** None

Action Taken: None due to not having a physical quorum present. ***Note:*** *A physical quorum of CAC/HHS members were not present therefore adoption of the agenda will be deferred to the April 8, 2021 Regular Committee meeting.*

### **REGULAR BUSINESS**

Agenda Item: ***3.B FAA PDIC Update (Dr. Clear & Randy Palo)***

- Randy Palo discussed how the Health & Wellness Domain is in the final stages of completion and how the Child Care Domain and Health and Wellness Domains are currently being worked on.
- David Rafaidus provided updates to the current status of the all of the Domains and the process of how the final Domains are to be adopted and approved.
- James Green provided an overview of how the various Domains are being revised and how it is reflective of what is needed and happening within the community.

### **REGULAR BUSINESS**

Agenda Item: ***3.C. Review and Acceptance of Draft Health & Wellness Domain (Dr. Koehn & Dr. Clear)***

- Dr. Koehn suggested that most of the edits and content that needs to be addressed should in the Health and Wellness Domain will need to take place at the next PDIC meeting scheduled to be held on March 25, 2021.
- Dr. Koehn suggested that all of the proposed Health & Wellness Domain changes and updates should be sent to David Rafaidus prior to the end of the day 3/12/2021.
- Dr. Koehn suggested all proposed changes to the Health & Wellness Domain and Child Care Domain be reviewed at the next CAC/HHS meeting and voted on.

### **REGULAR BUSINESS**

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

- Dr. Koehn reviewed the membership matrix and discussed the areas of expertise needed for the CAC/HHS board and ex-officios.
- Dr. Koehn suggested that as the HHS Element is being revised it can serve as a vehicle to identify the needed talents and expertise for future members of the CAC/HHS board.

### **REGULAR BUSINESS**

Agenda Item: ***3.E. Notice of Funding Opportunity (NOFO) -Updates and Process (Meghan Parnell)***

- Meghan Parnell presented on and reviewed how the CAC/HHS is involved in the process of Notice of Funding Opportunities and updates on some of the changes in the Community Services Department (CSD) and how it will affect the NOFO process.
- James Green and Taruna Malhotra Discussed how the Economic Stability (NOFO) category has been updated and expanded to Economic Stability and Mobility to better align with the restructuring of the CSD and how this will aid in streamlining the overall NOFO process.
- Joanna Reid discussed specifically the Behavioral Health NOFO and the three categories that the Behavioral Health NOFO is focused on.

### **REGULAR BUSINESS**

Agenda Item: ***3.F. COVID Funding and County Budget/Implication Update (James Green & Taruna Malhotra)***

- James Green and Taruna Malhotra mentioned that Federal and State dollars are forthcoming to provide community relief. James indicated that property tax dollars are the primary revenue source to fund the county and this revenue stream has been and continues to be stable.
- Taruna discussed the 45 million dollars scheduled to be utilized for rental and housing assistance. She also mentioned how services and programs are being provided with regards to the relationship with current expenditures.

**OTHER BUSINESS**

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

- James Green commented on the Fiscal Benefits Cliff Webinar and encouraged people to view the webinar at <http://securingourfuturepbc.org/>

**OTHER BUSINESS**

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

- Elisa Cramer suggested that all CAC members receive a webinar invite to learn more about the My Family My Florida resource. More information can be found at <https://www.myfloridamyfamily.com/>

**OTHER BUSINESS**

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

- Randee Gabriel from the 211 Helpline reminded everyone that this year is the 211 Helpline’s 50<sup>th</sup> Anniversary.
- Alton Taylor from Drug Abuse Foundation of Del Ray announced the completion of the new Women’s and Children’s Pavilion and extended an invitation for virtual and or in person limited private tours.

**OTHER BUSINESS**

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

- None

**OTHER BUSINESS**

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

- Allen Bottorff suggest a potential agenda item should be technology and access.
- Dr. Ramnon suggested that she would like to provide a presentation to the CAC in May or June on the use of e-cigarettes and youth that will possibly be aligned with the Health and Wellness Domain.

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<b>DATE OF NEXT REGULAR MEETING(S):</b>	<i>April 8, 2021 (9:00 AM)</i>	<b>&amp;</b>	<i>May 13, 2021 (9:00 AM)</i>
<b>DATE OF NEXT EXECUTIVE MEETING(S):</b>	<i>March 25, 2021 (2:30 PM)</i>	<b>&amp;</b>	<i>April 22, 2021 (2:30 PM)</i>
<b>DATE OF NEXT PDIC MEETING(S):</b>	<i>March 25, 2021 (2:30 PM)</i>	<b>&amp;</b>	<i>April 22, 2021 (2:30 PM)</i>

**ACTIONS OF MEETING**

**Agenda Item: 5. Meeting Adjournment**

Discussion: None

Action Taken: Meeting Adjourned by Dr. Koehn

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**THESE MINUTES APPROVED AND ADOPTED** by the CAC Regular Committee on May 13, 2021.

*Adopted by CAC on May 13, 2021  
Modified by DMR on May 13, 2021 at 1:19 pm  
Modified by DMR on April 9, 2021 at 9:51 am  
Modified by DMR on March 25, 2021  
Modified by DMR on March 24, 2021  
Prepared by JD on March 17, 2021*