



## **ADOPTED - REGULAR MEETING MINUTES**

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

**MEETING DATE and TIME:** August 12, 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) (IP)

**REGULAR MEMBERS IN ATTENDANCE: “Virtual” = (V) & “In-Person” = (IP):** Randy Palo (IP), Dr. Merlene Ramnon (IP), Dr. Thomas Cleare (V), Anne Gerwig (IP), Inger Harvey (IP), Heather Tate-Boldt (V), Alan Bottorff (V)

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Scot Kannel (IP), Houston Tate (IP)

**OTHERS IN ATTENDANCE:** Nancy Bolton (IP), James Green (IP), Taruna Malhotra (V), Helene Hvizd (V), Meghan Parnell (IP), David Rafaidus (IP), Stessy Cocerez (IP), John Dlugosz (IP), John Hulick (IP), Michael Wright (V), Jodie Boisvert (V), Joanna Reid (V), Gillian Moxey (V), Jill Singer (V), Teresa Pedicino (V), Seth Bernstein (V), Miriam Bracero-Rosario (V), Renee Constantino (V), Kwankila Corbin (V), Kimberly Coughlin (V), Jay Flicker (V), John Fowler (V), Elsa Galioto (V), Lesley George (V), Emily Gorman (V), Kat Hammer (V), Julie Kreafler (V), Tammy Lampi (V), Denis Negron (V), Pam Obrien (V), Ashley Pfister (V), Donna Quinlan (V), Winston Reid (V), Jennifer Rey (V), James Rinehart (V), Sharon Rose (V), Leigh Routman (V), Lauren Scirrotto (V), Julie Swindler (V), K.Lee Tirpak (V), Melissa Wiley (V), Darlene Williamson (V).

**DISCLOSURES:** None

**CHAIR & STAFF COMMENTS:** Dr. Christine Koehn welcomed everyone.

### **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:** A motion was made to approve the agenda by Heather Tate-Boldt. Second by Alan Bottorff. Motion accepted and approved.

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

**Agenda Item:** *3.A. Adoption of CAC Regular Committee Minutes (July 8, 2021)*

**Discussion:** Dr. Christine Koehn asked for a motion to adopt the CAC Regular Committee Minutes from July 8, 2021.

**Action Taken:** A motion was made to approve the minutes by Anne Gerwig. Second by Randy Palo. Motion accepted and approved.

## **REGULAR BUSINESS**

### **Agenda Item: 3.B. PDIC Update (Dr. Thomas Cleare and Randy Palo)**

- Dr. Thomas Cleare provided an update from the July 29<sup>th</sup> meeting and mentioned that the PDIC members reviewed the Transportation Domain and advanced the Transportation Domain to a final draft status.
- Dr. Cleare stated that the Transportation Domain will be reviewed at the next PDIC meeting and would include additional input from subject matter experts.
- Dr. Cleare also stated that Employment and Safety & Justice are the next Domains scheduled for review.
- Dr. Cleare also thanked staff and PDIC members for their hard work on the Domains. Dr. Christine Koehn mirrored these thoughts.
- Dr. Christine Koehn added that she really liked having subject matter experts in attendance at the PDIC meetings and that she hopes to have all the domains completed soon.

## **REGULAR BUSINESS**

### **Agenda Item: 3.C. Special Needs Efforts in Palm Beach County and Common Themes (Scott Kannel)**

- Scott Kannel provided a PowerPoint presentation on Special Needs Efforts in Palm Beach County and Common Themes.
- Mr. Kannel's presentation focused on Intellectual and Developmental Disabilities in Palm Beach County and provided a comprehensive overview of what support services are needed and what is currently being done. The presentation also provided extensive historical and geopolitical context.
- Mr. Kannel's presentation was very well received. At the conclusion of the presentation, a significant number of people asked questions and productive general discussion occurred.

## **REGULAR BUSINESS**

### **Agenda Item: 3.D. Future Notice of Funding Opportunity (NOFO) (Meghan Parnell)**

- Meghan Parnell gave an update regarding the upcoming NOFO on Economic Stability/Mobility, which includes the Securing Our Future Initiative (SOFI), and the Special Needs and Developmental Disabilities subcategory.
- Ms. Parnell also provided information regarding the upcoming Community Conversations. There are currently four (4) planned in September and information will be provided to CAC members when times and dates are finalized. A facilitator training will also be provided. CAC members are invited to attend and participate in the Community Conversations.
- Ms. Parnell noted that there will also be a steering committee for the NOFO and interested members who wish to participate should contact her once more information becomes available.
- General discussion took place and Dr. Christine Koehn encouraged CAC members to participate in the Community Conversations.

## **REGULAR BUSINESS**

### **Agenda Item: 3.E. Update on Funding Recommendations (James Green)**

- James Green provided an extensive update and overview on the Financially Assisted Agencies (FAA) funding recommendations for Behavioral Health and Homelessness. The recommendations will be presented to the Board of County Commissioners (BCC) on August 17, 2021.
- Mr. Green added that there several changes made to the recommendations:
  - For Behavioral Health, Drug Abuse Treatment Association (DATA) merged two (2) of their programs but this was not made clear in their NOFO application and in order to avoid any gaps, these dollars were supplemented from the Strategic Partnership funds.
  - For Homelessness, the Gulfstream Goodwill Industries (GGI) Youth Permanent Supportive Housing program shifted their program model and chose not to accept the recommended FAA funding - they have other funding sources to supplement their decision; in response to this, the Community Services Department (CSD) staff offered the funding to the next highest rated proposal - Vita Nova.
- Mr. Green also mentioned that because the county has received the Youth Homelessness Demonstration Program (YHDP) grant to address youth homelessness, the FAA changes would not cause any gaps in our community.

- Mr. Green explained that the funding received by Young Women’s Christian Association (YWCA) was the remaining dollars from the first Domestic Abuse and Sheltering NOFO and that the GGI Home at Tamarind program was not funded because it was a new program and there weren’t enough funds available.
- Additional general discussion occurred.

**REGULAR BUSINESS**

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

- Dr. Christine Koehn and David Rafaidus reviewed the current membership matrix.
- Mr. Rafaidus said that the committee is well represented but may want to consider recruiting additional ex-officios.
- Mr. Rafaidus also mentioned that there are four (4) reappointments being forwarded to the BCC in September and so far, the process is going smoothly.
- Additional general discussion occurred.

**REGULAR BUSINESS**

**Agenda Item: 3.G. Nomination of CAC/HHS Officers (David Rafaidus)**

- David Rafaidus provided an overview of the nomination and election process for the upcoming positions of Chair and Vice Chair for the CAC. Nominations will be open until September; elections will be held at this time as well.
- Dr. Christine Koehn suggested that if anyone has specific questions regarding the nomination process or if they are thinking about pursuing a leadership role on the CAC, they should contact David Rafaidus.
- Interest was expressed regarding nominations for Heather Tate-Boldt as Chair and Dr. Merlene Ramnon as Vice Chair.
- Heather Tate-Boldt requested an informational meeting be held to discuss the roles. James Green added that this meeting would need to be publicly noticed. Dr. Koehn agreed and asked staff to schedule this meeting prior to the CAC meeting in September.

**OTHER BUSINESS**

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

- James Green mentioned that staff would be continuing to work on rental and utility assistance. In addition, the new eviction moratorium has been extended to October 3, 2021. Dr. Christine Koehn recognized the County’s work and dedication to the community.
- Mr. Green noted that the August 17th BCC meeting will be busy as CSD has three (3) regular and nine (9) consent items on the agenda; CSD will also present on the FAA funding recommendations and will be bringing forth additional initiatives.
- Mr. Green also stated that, through the Community Action Program (CAP), CareerSource will resume providing training for programs (ex. EKG, CDL, Phlebotomy, etc.) this week.
- Mr. Green informed everyone that the COVID-19 webinars would resume monthly beginning on Thursday, August 19, 2021 at 2:00PM. Dr. Alina Alonso will also be in attendance to provide additional information.

**OTHER BUSINESS**

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

- Anne Gerwig discussed a conference call that she had with the League of Cities (LoC) and Representative Lois Frankel regarding mandatory vaccinations in the workplace.
- Ms. Gerwig also mentioned the surge of COVID-19 cases that the City of Wellington is experiencing and said she hopes to establish a walk-in testing site for anyone.
- Ms. Gerwig commended the Florida Department of Health (FDOH) for their work in verifying vaccination status for all students.

**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 provided an update on the impact of COVID-19 in regards to hunger within the community. Mr. Tate also gave an overview of the food distribution efforts and the hunger relief initiatives within Palm Beach County and throughout South Florida.
- Mr. Tate requested to meet with Nancy Bolton and James Green to further discuss additional potential resources that the Countywide Community Revitalization Team (CCRT) could use. Ms. Bolton agreed to schedule the meeting and suggested that Mr. Tate connect with Julie Kreaflle, Vice President for the United Way Hunger Relief program.

**OTHER BUSINESS**

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

- Dr. Constance Siskowski will be presenting on the topic of Education in September.
- James Green will be presenting about the Securing Our Future Initiative (SOFI) in September.

<b>DATE OF NEXT REGULAR MEETING(S):</b>	September 9, 2021 (9:00 AM)	&	October 14, 2021 (9:00 AM)
<b>DATE OF NEXT EXECUTIVE MEETING(S):</b> (if needed)	September 9, 2021 (8:15 AM)	&	October 14, 2021 (8:15 AM)
<b>DATE OF NEXT PDIC MEETING(S):</b>	August 26, 2021 (2:30 PM)	&	September 23, 2021 (2:30 PM)

**ACTIONS OF MEETING**

Agenda Item: **5. Meeting Adjournment**

Discussion: None

Action Taken: A motion was made to adjourn the meeting. Motion accepted and approved unanimously.

**THESE MINUTES APPROVED AND ADOPTED** by the CAC Regular Committee on September 9, 2021.

*Adopted by the CAC on September 9, 2021  
 Revised by MP, JD, & SC on August 31, 2021  
 Revised by SC on August 26, 2021  
 Prepared by JD on August 12, 2021*