

PALM BEACH COUNTY, FLORIDA
Citizens Advisory Committee on Health and Human Services
Meeting Date – March 13, 2008
Community Serviced Department – Basement Conference Room

“Executive Committee Meeting”
MINUTES

CAC Executive Members Present:

Dr. Richard Galeta (Chair)
Barbara Jacobowitz (1st Vice-Chair)
Thomas Arnedos (2nd Vice-Chair)
Sandra Chamblee

Absent Executive Member(s):

Dr. Barbara Cox Gerlock

Ex-Officio Members Present:

Edward Holloway
Brenda Gail Oakes

Others Present:

Jon Van Arnam
Edward L. Rich
Renee Constantino
Claudia Tuck
David Rafaidus
Linda Gordon
Seth Bernstein, PBC Health
Care District

Agenda Items

1. CALL TO ORDER

- A. Roll Call – Linda Gordon – 8:40 a.m.
- B. Disclosures
 - None
- C. Public Input on Agenda Items
 - None
- D. Chair Comments
 - Deferred until “Regular Business (Action Items)”
- E. Staff Information Updates

Renee Constantino – There are two (2) more Focus Group Meetings next week. The meetings have been very enlightening and the groups have done very well. It’s been difficult to get the groups to focus on services to clients as opposed to focusing on their own agencies.

Based upon something brought up by the Mental Health/Substance Abuse Focus Group, David Rafaidus will be presenting at the April CAC meeting a report on the growth of various tax budgets versus population growth since 2000.

2. AGENDA APPROVAL

- A. Additions, Deletions, Substitutions
 - None

B. Adoption of the Agenda

- *Barbara Jacobowitz – Motion to Approve and Adopt the Agenda.*
- *Thomas Arnedos – Seconded the Motion to Approve and Adopt the Agenda.*
- *No Discussion*
- *Motion to Approve and Adopt the Agenda passed unanimously.*

3. Regular Business (Action Items)

AGENDA ITEM 3A: The “CAC White Paper – A Renewed Focus” – presented by Jon Van Arnam and Dr. Richard Galeta

Dr. Richard Galeta – He stated that he thinks Jon Van Arnam has pulled together the thoughts from the last CAC Executive Committee Meeting in the “CAC White Paper – A Renewed Focus” (heretofore White Paper/Renewed Focus).

Thomas Arnedos – He also liked the proposal.

Barbara Jacobowitz – She was not able to attend the Executive Committee Meeting, however, she is very pleased to see the “CAC White Paper – A Renewed Focus”.

She has actually been doing an inventory of different studies and data collection for Palm Healthcare Foundation’s Board of Trustees. The inventory will be used as a primer for current strategic planning by the current Trustees, and for new Trustees. She has been researching data from the year 2000 forward. The Palm Healthcare report will be completed by the end of March 2008. She believes the report would be a good starting point for staff to utilize as a baseline.

Sandra Chamblee – She thinks the White Paper/Renewed Focus was good. Her question was whether it will be the total scope of the CAC’s work, or is it in addition to some of the previous roles and responsibilities of the CAC.

Jon Van Arnam – The White Paper/Renewed Focus is one of the key parts of what the CAC would do. If the CAC generally agrees with the implementation process that he has outlined, the Committee would discuss what the end results would be, and in what form those end result would be codified, transmitted and utilized by staff and by the Board of County Commissioners (BCC). Through the White Paper/Renewed Focus process, the CAC could come up with some conclusions and recommendations useful to the BCC in prioritizing programs, allocating funds, and identifying gaps that need to be filled. A summary could be presented to BCC on an annual basis, and that would become the principal work product of the CAC for the year. That doesn’t mean that would be the only work product.

Dr. Richard Galeta, Edward Rich, and he have talked about the Focus Groups and the Funders Committees to advise on funding, and about the service categories. They also discussed that a decision about FAA funding is going to come up soon to the Board of County Commissioners. The CAC could form an opinion and make recommendations on

FAA funding based upon the Focus Groups' and Funders' Committees findings, and be transmitted together with staff recommendations to the BCC.

If the FAA funds have to be cut this year, how is that to be done? Do we cut them across-the-board through all service categories? Or do we prioritize and have more severe cuts in areas that are, maybe right now, considered a lower priority? Do we look at gaps in State funding where the State is cutting back, and try to fill those gaps? Some of those questions are being asked in the Funding Focus Groups, so we've asked some of the same questions of the providers. It would be helpful to the County to know what the CAC feels about that.

He envisions the CAC at least trying the role outlined in the White Paper/Renewed Focus and seeing if it can be made the principal activity and work product. At the same time, specific tasks can be identified, one of which would be the Financially Assisted Agencies. He spoke with Dr. Galeta about the Homeless Strategic Planning effort led by Claudia Tuck for the County under the Human Services Division. They are at a point in that process where they are very close to releasing a draft of a 10-year strategic plan. The goals and action steps have been outlined. It would be appropriate to have the CAC look at that and determine whether the CAC wants to endorse the plan, or wants to input into that process as it goes to the BCC in a workshop in the middle of April (2008). From a timing perspective, that might be something that the CAC could put on the next meeting agenda.

If the full CAC likes the White Paper/Renewed Focus concept and chooses to implement it, then you do that in conjunction with other things throughout the year without taking on too much. The CAC's time is limited as are staff resources and availability.

Sandra Chamblee – She thinks the White Paper/Renewed Focus is a move in the right direction, and has always been a need. The CAC has had to make some decisions in a vacuum.

Barbara Jacobowitz – She agreed that the White Paper/Renewed Focus is a move in the right direction. She wants to make sure that staff is keeping the CAC updated. For example, she saw an article in the previous day's newspaper about the United Way and how so many agencies have been cut. The CAC does need to be knowledgeable as things are happening.

Jon Van Arnam – He thought Barbara Jacobowitz made a good point. The 'hot issue' so to speak should be a regular topic. There will be news items that are hot for a particular point in time because it's just gotten into the media, or it may be relevant because it coincides with a funding cycle or because of State budget cuts. Does the CAC want staff to bring those items to the CAC in a staff report format or agenda the topic for full discussion?

Dr. Richard Galeta – He said that he would like to have the issues told to the CAC. Then if the CAC needs to dig into the subject deeper, it can be put on the next agenda.

Sandra Chamblee – She doesn't think that the cuts to providers will be known for a while. There are providers who have not been invited to do a full proposal. And there are still going to be cuts when the full proposals come in. Until that point in time, the CAC and staff are not going to know what the impact of the cuts are going to be.

Renee Constantino – She augmented Sandra Chamblee’s comments. Among the impact area for children and families, there were seventy-eight (78) letters of intent; out of those thirty-three (33) were invited back to apply; and out of that, four (4) of them were not invited back that were currently funded.

The other thing to keep in mind is that, this may be the right time to see which agencies are really providing the essential services. And it is an opportunity for agencies to perhaps think about merging.

Jon Van Arnam – He stated that he’s been meeting with the key funders, and they are in agreement with trying to get the message out to the providers that agencies should be looking to merge.

Claudia Tuck – She said that she also serves on a different impact area – food, shelter and emergency needs – and they had forty-six (46) applications with twenty-three (23) being invited back. It happened that all of the providers that had been previously funded were invited back, but that was purely by coincidence. They were given direction by the United Way relative to their focus.

Brenda Gail Oakes – She has attended most of the Focus Groups. She finds it interesting that she hears over and over the common theme that providers feel they are already at their core levels of service. When looking at cuts and doing a lot of data collection, its important the providers be the ones to give the CAC and staff that information.

After being in social services for twenty (20) years, there is no way that any one of us can know the full spectrum of health and human services. We are one-hundred percent (100%) dependent upon the staff to feed us that information. That doesn’t apply just to budget cuts but also regarding grant awards, agency mergers, and when there is a crisis.

Law Enforcement Block Grants have been cut sixty-three percent (63%) by the Federal government. These are things that are going to have impact. The Substance Abuse/Mental Health Focus Group brought up that when substance abuse dollars are cut, you pay for it in dollars used for the jails. She thinks part of the CAC’s responsibility to provide the full spectrum of when cuts are made, how those cuts impact other systems of care.

Dr. Richard Galeta – He would also like to see the Citizens Advisory Committee evolve to being a spokesperson for human services, because these services are overlooked and people don’t realize the consequences.

Brenda Gail Oakes – When we talk about limited staff support, how limited is it?

Edward L. Rich – He explained to Dr. Richard Galeta and to Jon Van Arnam at a meeting earlier that morning that he needs to talk to his staff. The planning staff remains as David Rafaidus, Sharon O’Neill and Lorenzo Taylor, but he does not just rely on them. Regarding the homeless, he relies on Claudia Tuck and her staff. If it regards senior citizens, he relies on Faith Martin and her staff.

Barbara Jacobowitz – She noted that there are many entities out there that are collecting different kinds of available data, and so she doesn't think staff should be re-doing something someone else has already done. She thinks staff needs to look at who is gathering what kind of data, make sure there are agreements back and forth, acquire the data, and then present it to the CAC so it can be utilized.

Edward L. Rich – He agreed with Barbara Jacobowitz. For example, regarding homelessness, Claudia Tuck and her staff would know who to turn to in order to get 'homeless' data. Over the years, staff has always looked to others who have already collected the data. Depending on the data the CAC wanted, staff would find out who has the data available in that area. Available staff time depends on the topic.

Jon Van Arnam – Data collection was discussed when the White Paper/Renewed Focus concept came up. Neither the CAC nor staff has time to go through and make sense out of huge stacks of data. The concept they are trying to capture is, as Barbara Jacobowitz stated, to identify who is collecting the data and what that data represents. Also, the CAC would not be provided with all of the data from, say, fifty (50) different planning efforts. Staff would identify the efforts, tell the CAC what data was being collected and, based upon the CAC's focus, provide the information at the level the Committee thought was appropriate.

For example, 211 Palm Beach/Treasure Coast, Inc. has ongoing data collection. They can tell you: Here are the categories of data collected; here's what 211 does with the data; and here is who they partner with in that process, if anyone. That information would be identified in the basic inventory. Then if the CAC said that it wanted to look at the 211 data as one of the Committee's efforts over the next couple of months, then staff would then provide the CAC with more detailed information, the 211 reports, and examples of their spreadsheets so that the CAC would have a basis for discussion.

Another example is the Homeless Strategic Planning Study. That Strategic Plan now being developed has an executive summary, who the study is being done in partnership with, and what the objectives of the study are. Then if the CAC wants to know more about the study or wants to see it, the plan when it is in draft form and/or the goals and action steps could be provided to the CAC.

Brenda Gail Oakes – During a Focus Group meeting, it was mentioned that the substance abuse/mental health providers get far more money than all the other areas. If the CAC wants to look at all of the funding for substance abuse/mental health, is it feasible to ask staff to provide all of the funding information for those providers, and not just FAA funding?

Edward L. Rich – Yes that is feasible. As a part of the FAA application, providers are to list all of their sources for funding, be they private funds, or from the State or Federal government.

Renee Constantino – Regarding funding for substance abuse and mental health, that funding is something that has been addressed over and over, year to year. The one thing staff can commit to is the data staff knows it can capture, and then interviewing the substance abuse/mental health provider and asking if there is some information that that is missing.

Jon Van Arnam – He said that he would take it a step further and offer something else. If the CAC identified that information as important and very relevant, and the County agrees that it would be very helpful, and no one else is gathering that data, and it's determined to be beyond staff's resources, then the County could identify some funding to have someone else gather the data. Potentially it could be contracted out. If the data out there is not quite enough, he thinks it would be helpful to let him know so he can see if he can find the funding to get the full information.

Thomas Arnedos – He believes it would be more efficient to focus on the unmet need rather than whatever dollars are being allocated to each provider. Data from 211 Palm Beach/Treasure Coast reveals who got the help and who did not. Dollars don't always tell the story. It's the 'have-nots' who tend to get lost in the shuffle, and the CAC can be the entity that speaks for all of those people.

Barbara Jacobowitz – She has been saying for years that the CAC needs to look at Healthy People 2010 benchmarks and see where the County actually is. The CAC has not selected what are the important indicators for the County, and that as something the CAC could do.

Dr. Richard Galeta – He wants to determine what the CAC can 'bite off' currently.

Brenda Gail Oakes – She thinks that a study similar to the State of the Child should be commissioned, or like Healthy People 2010.

Barbara Jacobowitz – Healthy People 2010 is a national study, and now Healthy People 2020 is beginning. There are actual benchmarks that have been adopted by the Feds and are used throughout many State planning documents and grant proposals. The CAC really needs to select the ones that are important for Palm Beach County, and actually look at measuring them to see where the County is.

Thomas Arnedos – He stated that the MAPP (Mobilization for Action through Planning and Partnerships) process incorporates that as a component.

Barbara Jacobowitz – She said, while the MAPP process was very good, it concerns her that the overall majority of the surveys filled out were by white, middle-class, in-their-50's women. We first need to have some baseline information.

Thomas Arnedos – He agreed that baseline information is needed to decide what planning efforts are out there, which capture the major portions of the health and social services needs, and then decide which ones to look at. He doesn't think the MAPP process was the end-all and the be-all, but it does incorporate the community health indicators.

Barbara Jacobowitz – She explained the impetus behind doing the study she is doing for Palm Healthcare is that the trustees felt they didn't know enough; that they were only hearing from what was being written in the applications. The trustees did not feel comfortable in not having a true background and understanding of what what's really going on in the County.

Thomas Arnedos – Maybe the CAC could 'piggyback' off that.

Dr. Richard Galeta – Perhaps the CAC should start with homelessness.

Sandra Chamblee – She agreed with beginning with the issue of homelessness. Is there time before the April 15th workshop with the BCC? Our next CAC meeting is April 10, 2008. The information could be sent out and the CAC members could look at it. Thomas Arnedos may be looking for some input prior to the workshop meeting, if possible. Is the CAC going to be sent the Homeless Report prior to the next meeting?

Edward L. Rich – He will ask Claudia Tuck when they expect to have the report completed, as it is being worked on right now.

Jon Van Arnam – He thinks the Homeless Report might prompt some ideas of what the CAC can do in conjunction with it. He doesn't think the CAC is going to have a lot of critique of what's there because it's got a lot of good recommendations and actions steps.

Renee Constantino – She wants to make sure that what the CAC and staff are doing right now is for the three (3) year FAA contract process beginning next year, 2010. The hard questions are: What are we going to do in this short period of time, and are we willing to take some pretty hard stands on identifying non-essential services? Agencies not performing or not doing well might be notified that the County does not want to extend their contract. If there are agencies determined to be not as critical, would they be defunded, then those funds taken and applied against whatever cuts the FAA's end up having?

Thomas Arnedos – He stated he would like to have the complete 211 data because it is something the CAC can really use. However, there were gaps in the 211 data collection.

Barbara Jacobowitz – She does not believe the 211 data is the whole picture either. She doesn't want 211 data to be the be-all end all because it is just a piece of the picture.

Dr. Richard Galeta – Regarding the CAC work schedule, this time of the year we need to look at the budgets and to try to have certain recommendations at the beginning of the budget process.

Jon Van Arnam – Recommendations on priorities by March 1st of each year would be a good timing goal.

Brenda Gail Oakes – If the CAC sets its sights for March 1, 2009, that is when the new FAA contract cycle would begin. If we take all the information that exists, like the information from MAPP, the information from 211, the information from mental health and the criminal justice system, and the health system, then the CAC can start putting some of those things together and determine whether we are going to need outside help or not.

Jon Van Arnam – One thing he would add is that the community also needs to help the CAC and staff determine and identify ways that we can more efficiently provide services, and better utilize the funds currently being spent. Sometimes half-dozen agencies are being paid to do the same thing, and they all have administrative staff, IT people, and their own overhead. Maybe we should be encouraging some mergers, or changing our model. Things

like that are going to be helpful as the State and Federal funds tighten and because of property tax limitations and the restrictions by the legislature on local government spending.

Dr. Richard Galeta – Do you think it's possible to develop a CAC work-plan for this next year?

Jon Van Arnam – If you embrace what we've been talking about during this meeting, we can certainly update or revise the work-plan and put that out for discussion and tweaking.

Dr. Richard Galeta – He would like to present to the full CAC at the April meeting the White Paper/Renewed Focus concept and with the tentative work-plan.

- *Barbara Jacobowitz – Motion to Present the “White Paper – A Renewed Focus” concept and the tentative work-plan to the full Citizens Advisory Committee.*
- *Thomas Arnedos – Seconded the Motion to Present the “White Paper – A Renewed Focus” concept and the tentative work-plan to the full Citizens Advisory Committee.*
- Discussion:
 - *Renee Constantino – Who is developing the work-plan? Are we clear exactly what the work-plan is going to address? Is it a work-plan that staff needs to work with the CAC, and the CAC has its ideas? And make sure the results are for 2010.*
 - *Jon Van Arnam – If the format of the current work-plan is okay, then that same format can be used. It can be updated and modified, and incorporate the White Paper/Renewed Focus. In fact, we can go beyond that and maybe layout the agenda items for the next couple of meetings.*
 - *Dr. Richard Galeta – We can look for a focus for a product by March 1, 2009.*
- *The Motion to Present the “White Paper – A Renewed Focus” concept and the tentative work-plan to the full Citizens Advisory Committee passed unanimously.*

Dr. Richard Galeta – He thanked everyone in attendance because he thinks the group accomplished something that has needed to be done.

4. OTHER BUSINESS

AGENDA ITEM 4A: Member Comments on Non-Agenda Items

- None

AGENDA ITEM 4B: Public Comments on Non-Agenda Items

- None

AGENDA ITEM 4C: Good News Items

Sandra Chamblee – Commissioner Jess R. Santamaria came out for his first town hall meeting in the Glades on February 29, 2008. It was very well attended. Brenda Gail Oakes

was one of the speakers. Commissioner Santamaria saw that he needed to go out to the Glades. Just having the Wellington meetings was not capturing the residents in the Glades.

Also, she had an informal meeting with Mary Barnes, the President and CEO of Alzheimer's Community Care, Inc. Mary Barnes is going to extend an invitation to any interested CAC members to meet and hear more about the needs of the Alzheimer's population. There are Alzheimer's clients who are affected by other problems such as substance abuse and learning disabilities. The collaboration of other agencies is important.

Renee Constantino – It is wonderful that Sandra Chamblee took the time to meet with Mary Barnes. She wanted to caution CAC members that if they do start meeting with providers, it should be an equal opportunity with all of the providers out of fairness.

Barbara Jacobowitz – The Preview Party for the Palm Healthcare Pavilion is on March 28, 2008 at 4:00 p.m. The Mollie Wilmot Center is opening. Dr. Mehmet Oz is the spokesperson for the Pavilion for those of you who have seen him on the TV show, "Oprah".

Also as an advance notice, on September 21, 2008, Palm Healthcare, Treasure Coast Health Council, and the Florida Diabetes Alliance are hosting an educational day on diabetes for the entire State. Dr. Mehmet Oz will be the keynote speaker for that also.

Thomas Arnedos – The Lantana Health Center received designation as a Federally Qualified Health Center (FQHC). It doesn't come with any money yet, but to get money the Center needed to meet the requirements. The Belle Glade Health Center and the West Palm Beach Health Center are both FQHC's, and that allows \$2 Million to fund uncompensated health care (medical and dental). They are pursuing getting the Delray Beach Health Center designated as a Federally Qualified Health Center, which would bring in more Federal money.

AGENDA ITEM 4D: Potential Agenda Items for Future Meetings

- Presentation of the "CAC White Paper – A Renewed Focus" concept and the tentative work-plan to the full Citizens Advisory Committee.
- The Homeless Strategic Planning Committee's draft of a 10-year strategic plan, including goals and action steps (Claudia Tuck).
- Discussion by the CAC on the Homeless Strategic Planning Committee's 10-year strategic plan, and whether the CAC wants to endorse the plan, or wants to input into that process as it goes to the BCC in a workshop in the middle of April (2008).

5. ADJOURNMENT

- *Barbara Jacobowitz – Motion to Adjourn the CAC Executive Committee Meeting.*
- *Sandra Chamblee – Seconded the Motion to Adjourn the CAC Executive Committee Meeting.*
- *No Discussion*

- *The Motion to Adjourn the CAC Executive Committee Meeting passed unanimously.*

Future Meetings:

CAC Regular Committee Meetings: April 10, 2008 and May 8, 2008

Executive or Reserved Meeting Dates: March 26, 2008 and April 24, 2008

Minutes approved by the CAC Executive Committee on APRIL 29, 2008 by

Signature – Dr. Richard Galeta, Chair

ADOPTED