

PALM BEACH COUNTY, FLORIDA
Citizens Advisory Committee on Health and Human Services
Meeting Date – July 10, 2008
Community Services Department – Basement Conference Room

“Regular Meeting”
MINUTES

CAC Members Present:

Dr. Richard Galeta (Chair)
Barbara Jacobowitz (1st Vice-Chair)
Thomas Arnedos (2nd Vice-Chair)
Sandra Chamblee
Col. Michael Gauger
Elizabeth Hernandez Cayson
Nate Nichols
Debby Walters

Others Present:

Jon Van Arnam
Tammy Fields
Rowena Albury (for Claudia Tuck)
David Rafaidus
Linda Gordon
Karis Engle, Glades Initiative Inc.

Absent CAC Members:

Dr. Barbara Cox Gerlock
Jill Hanson
Dr. Cynthia Smith

Ex-Officio Member Present:

Brenda Gail Oakes

Absent Ex-Officio Members:

Edward O. Holloway
Lt. Mike Kirschner
Houston Tate

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. Staff Information Updates

Jon Van Arnam – Budget-wise, the biggest news is that the Board of County Commissioners (BCC) decided to maintain the current millage rate. By freezing the millage at the current rate, it is requiring over \$100 Million in budget cuts. There have

been two (2) meetings with the BCC to identify what those cuts would be. The budget will likely be firmed-up at the next public workshop on Monday, July 14, 2008, and the Staff will get further direction on what the cuts will be. The BCC will have an opportunity to amend the budget all the way up to September, when the final budget will be adopted.

There is a five-percent (5%) total cut to the FAA monies which amounts to a cut of about \$687,500.00 in the third year of the 3-year contract cycle. The Haitian American Community Council went out of business and so is no longer funded. A couple of Financially Assisted Agencies are receiving reduced funding. Therefore, the impact on most of the FAA's is three and one-half percent (3½ %) reduction for 2008-2009.

There are a few other agencies that are funded by the County under another part of the budget called "other County sponsored agencies". Most of those entities are being reduced by about five-percent (5%).

The County departments, including Community Services, are in the budget right now with cuts of five-percent (5%) of their ad valorem revenue from the previous year. In effect that cut translates into more like an impact of nine-percent (9%) or ten-percent (10%) to the departments because of the increase in salaries, fuel, insurance and other increases that had to be absorbed into their budgets. Some monies were restored in some areas where it was felt there would be real problems to make cuts. For instance, the Division of Senior Services (DOSS) and homeless services had funds restored.

Nate Nichols – He said he heard that the Summer Camp Program was also going to have its budget decreased. His concern from the Children's Services Council perspective is that there are matching funds that would have supported that effort.

Jon Van Arnam – The County and the Children's Services Council are the two major funders for the Summer Camp Scholarship Program. They equally split the bulk of that funding at about \$540,000 each. There is also some foundation money and private money that allow scholarships to go to about 2130 children from low-income families to attend camp in the summer. The cost per child for Summer Camp is approximately \$630. It is likely that the Summer Camp Scholarship Program will have its funding restored at the BCC public workshop on July 14, 2008.

At the Health Care District's meeting on July 9, 2008, they set their tentative maximum millage at a little over twelve percent (12%) above their millage of last year. Staff had recommended a six and three-eighths percent increase (6 3/8%) over their current millage. However, once the maximum millage is set it cannot be increased, though it can be decreased. The Health Care District is concerned about not being able to provide the services they are currently providing and about being able to cover their other obligations related to the new Glades Regional Hospital. The Health Care District does have reserves budgeted in anticipation that the Foundation will not raise the amount of money that was needed for the new hospital. The District had previously identified \$50 Million for the new hospital. The reserves will fill the gap between the \$50 Million and the total cost of the hospital, which will be about \$73 Million to \$75 Million.

Barbara Jacobowitz – The fundraising for the new Glades Regional Hospital yielded less than \$2 Million. The Foundation was dissolved.

Jon Van Arnam – The Health Care District also modified the standards for their Vita Health Program. Beginning in October 2008, people earning up to three-hundred percent (300%) of the federal poverty level can join the Vita Health Program which could potentially double or even triple the participation in Program. There are currently about 1200 persons now enrolled in the Vita Health Program. The program is not insurance, but it does provide some health coverage benefits.

Debby Walters – Regarding Medicaid, the enrollment numbers of individuals and families have really gone up. Out of five-thousand participants that were case-managed through February 2008, over thirty-six hundred (3600) are enrolled in different programs. Many of those 3600 receive care through the Coordinated Care Program and the Vita Health Program.

Jon Van Arnam – Just as a reminder to everyone, the County Administrator and Staff had recommended a millage increase when the original budget was presented to the BCC. The concern was that the County would not be able to provide the same services that are provided now. The BCC, however, did not want to increase the millage because they felt the public had made it clear that they didn't want the "tax increase". Even though most people's taxes would have gone down, the raise in the millage was perceived as a tax increase which the public did not want.

Dr. Richard Galeta – He thinks that part of the problem is that the average citizen won't feel the impact this year, though they probably will next year.

Col. Michael Gauger – The sad thing is that juvenile programs, mental health programs and after-care programs have been cut. The Sheriff's Office is doing social work because nobody else is doing it, but then is criticized because its budget is so high.

E. Chair Comments

Dr. Richard Galeta – He announced that today is Barbara Jacobowitz's 50th Birthday.

2. AGENDA APPROVAL

A. Additions, Deletions, Substitutions

- None

B. Adoption

- *Elizabeth Hernandez Cayson – Motion to Approve and Adopt the Agenda.*
- *Col. Michael Gauger – Seconded the Motion to Approve and Adopt the Agenda.*
- *No Discussion*
- *Motion to Approve the Agenda passed unanimously.*

3. REGULAR BUSINESS (Action Items)

A. Adoption of CAC Regular Committee Meeting Minutes (May 8, 2008)

- *Barbara Jacobowitz – Motion to Approve and Adopt the CAC Regular Committee Meeting Minutes of May 8, 2008.*
- *Col. Michael Gauger – Seconded the Motion to Approve and Adopt the CAC Regular Committee Meeting Minutes of May 8, 2008.*
- *No Discussion*
- *Motion to Approve and Adopt the CAC Regular Committee Meeting Minutes of May 8, 2008 passed unanimously.*

4. OTHER BUSINESS

AGENDA ITEM 4A: CAC Work Plan for 2008-2009 – Executive Committee Recommendation presented by Barbara Jacobowitz

Dr. Richard Galeta – He thanked Barbara Jacobowitz, Brenda Gail Oakes and David Rafaidus for the work they put into the new CAC Work Plan and into the “Draft Timeline for Discussion” pertaining to the three (3) CAC subcommittees.

Barbara Jacobowitz – The new CAC Work Plan for July 2008-December 2008 and the Draft Timeline for Discussion were done because the CAC has gone round and round trying to get work done. Brenda Gail Oakes suggested that they go back to the Resolution and subsequent Amendments that created the CAC to develop a structure to go with the Resolution. That approach was the one decided upon.

In the new version of the CAC Work Plan, the formatting goes along the lines of what the CAC’s responsibilities are. The CAC Mission Statement is very broad in that it encompasses the “assessment of need, planning, implementation and evaluation of a System of Care”. In order to make the pieces manageable, there needs to be a subcommittee structure that addresses each of those responsibilities.

Each subcommittee will be chaired by a CAC member or a CAC ex-officio member. Subcommittee members will also be comprised of outside persons or entities who the Chair feels are important to have on the Subcommittee.

The Data Subcommittee:

The type of available data will be reviewed. The Subcommittee will set the data parameters of what is needed, and the Staff will be responsible for determining the availability of that data as a first step. Barbara Jacobowitz has provided the Palm Health Care research book she put together to the Data Subcommittee Chair.

The Data Subcommittee will also look at what relevant data has not yet been gathered or reported. The Staff will help with the designation of that information. Also, the Data Subcommittee will review models of “community benchmarks” and “report cards” that Staff will be collecting.

The Public Participation/HHS Element Subcommittee:

This Subcommittee will assure a forum for citizen participation in all phases of the Element. The Draft Timeline for Discussion of the Work Plan (printed separately) provides examples of the types of citizen participation that could be utilized: Forum; Q & A Session; Survey; and/or Focus Groups.

In accordance with the responsibilities, the full Citizens Advisory Committee will make recommendations to the Land Use Advisory Board and to the BCC regarding amendments to the Element.

The FAA Subcommittee:

This Subcommittee will look at how funding priorities are utilized, and will look at outcome indicators and their measurement. The FAA Subcommittee will make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, outcomes and contract requirements.

The CAC Executive Committee made the following changes to the new CAC Work Plan:

- Jon Van Arnam suggested that the format used for the Data Subcommittee also be used for as the format for the Public Participation/HHS Element Subcommittee and the FAA Subcommittee. The CAC responsibility is defined, the name of the subcommittee is defined, the subcommittee's responsibilities are defined, and then the structure is shown by a visual graphic.
- Page 3(¶ 1) Line 1: Change the word "Committee" to "Citizens Advisory Committee".
- Page 3(¶ 3) Lines 2-3: Delete the phrase "with an additional CAC ex-officio member" and insert the phrase "or CAC ex-officio member".
- Page 3(¶ 3) End of ¶: Insert the sentence, "The Subcommittee Chair may select a Vice-Chair with expertise specific to that area."
- Page 6: The name of the Public Participation Subcommittee is to be changed to the Public Participation/HHS Element Subcommittee.
- Page 7(¶ 2) Line 1: Change the word "create" to "assure".
- Page 7(¶ 2) Line 5: Change the word "Committee" to "Citizens Advisory Committee".
- Page 7(¶ 2) Lines 5-6: Delete the wording "(through the CAC Regular Committee or CAC Executive Committee)".
- Page 8(¶ 1) Line 1: The name of the Public Participation Subcommittee is to be changed to the Public Participation/HHS Element Subcommittee.
- Page 8(¶ 2) Line 1: Change the word "create" to "assure".

- Page 8(¶ 2) Line 2: Change the word “Committee” to “Subcommittee”.
- Page 8(¶ 3) Lines 2-3: Delete the words “and ex-officio membership”.
- Page 9: The name of the Public Participation Subcommittee is to be changed to the Public Participation/HHS Element Subcommittee.
- Page 11: The name of the Public Participation Subcommittee is to be changed to the Public Participation/HHS Element Subcommittee.
- Page 14 (¶ 3) Lines 1-2): Delete the words “and ex-officios”.
- Page 14 (after ¶ 3): Add new paragraph, “Subcommittee membership shall include persons with expertise specific to that area, but are not required to be a CAC member or a CAC ex-officio member.”

Dr. Richard Galeta – He appointed CAC Ex-officio Member Brenda Gail Oakes as Chair of the Data Subcommittee; CAC Member Barbara Jacobowitz as Chair the Public Participation/HHS Element Subcommittee; and CAC Member Thomas Arnedos as Chair of the FAA Subcommittee.

Barbara Jacobowitz – She reviewed the “Draft Timeline for Discussion” for the new Work Plan. In August 2008, each Subcommittee will have an organizational meeting. September will start the work of the subcommittees which will continue through October and November. In the month of December 2008, there will be presentations to the full Citizens Advisory Committee of the work products from each of the three (3) Subcommittees.

Sandra Chamblee – Will the additional people to serve on the Subcommittees be identified at the organizational meetings in August? Or are the Subcommittees going to try to do that prior to the August meeting?

Dr. Richard Galeta – He felt that each of the Subcommittee Chairs could appoint their own Vice-Chair and the individuals needed on the Subcommittee.

David Rafaidus – He is planning to meet soon with each of the Chairs to see what their ideas are so that he can help facilitate. In August, each Subcommittee will be up and running.

Elizabeth Hernandez Cayson – What will be the time commitment each month?

David Rafaidus – Part of it will be based upon what the Subcommittee Chair will be trying to tackle initially. Maybe the Chair will break the task down into phases in terms of what can be accomplished now, and then what will be the next phase.

He shared Dr. Barbara Cox Gerlock’s e-mailed comments about the subcommittees. She is concerned about enough Staff support for the Subcommittees. She is also concerned about the logistics of getting meetings scheduled, notes taken, reports prepared, how the Chairs will be chosen and what subcommittees are going to be functioning in the same way. She will assist in every way she can.

Barbara Jacobowitz – She commented that she wants the CAC members to really start working. She stated that she is tired of being one of the few people on the Committee that keeps bringing stuff forward, and then the CAC just ends up spinning its wheels.

Dr. Richard Galeta – He wants those who are interested in participating on a Subcommittee to please call or e-mail David Rafaidus as soon as possible.

- *Sandra Chamblee - Motion to Approve the new CAC Work Plan for July 2008 to December 2008 as amended and with the additional language provided by Assistant County Attorney Tammy Fields.*
- *Elizabeth Hernandez Cayson – Seconded the Motion to Approve the new CAC Work Plan for July 2008 to December 2008 as amended and with the additional language provided by Assistant County Attorney Tammy Fields.*
- *No Discussion*
- *Motion to Approve the new CAC Work Plan for July 2008 to December 2008 as amended and with the additional language provided by Assistant County Attorney Tammy Fields passed unanimously.*

David Rafaidus – He will send out the revised new CAC Work Plan from July 2008 to December 2008 within the next week or so.

AGENDA ITEM 4B: Update on “Goals and Action Steps to Ending Homelessness In Palm Beach County presented by Rowena Albury on behalf of Claudia Tuck.

Rowena Albury – The Homeless Advisory Board has reviewed the Goals and Action Steps to End Homelessness, and they made several additions, deletions and recommendations to that plan. Langston and Associates are the facilitators of the Plan, and they are in the process of incorporating those changes to the Goals and Action Steps. Claudia Tuck is hopeful that the changes will be coming to her in draft form during the week beginning July 14, 2008. Claudia will make that draft available to David when she receives it.

Jon Van Arnam – The document that the CAC had seen earlier was the Goals and Action Steps, which was one part of the Homeless Strategic Plan. In addition to revising the Goals and Action Steps, the Homeless Advisory Board now has drafted the majority of the Plan itself. The next document the CAC will get will be a draft of the complete Plan which will ultimately be finalized and presented to the BCC later this summer.

Dr. Richard Galeta – Will the CAC’s already voted upon endorsement be requested at that time?

Jon Van Arnam – Prior to the presentation of the complete Homeless Strategic Plan to the BCC, the Citizens Advisory Committee’s formal letter of endorsement and/or comments would be needed.

AGENDA ITEM 4C: Update on Financially Assisted Agency funding recommendations presented by Renee Constantino.

Dr. Richard Galeta – He noted for the record that Renee Constantino was not present.

Jon Van Arnam – Once it is approved by the BCC on July 14, 2008, the FAA allocation spreadsheet will be provided to the CAC. It may already be on the County Website (pbcgov.com) under the tab that reads 'Budget Development' or '2009 Budget Information', then look for the packet for July 14, 2008.

Elizabeth Hernandez Cayson – She asked Jon Van Arnam if he perceived the County Commissioners making changes or modifying the FAA allocations, if they are overwhelmed with the concerns of different agencies.

Jon Van Arnam – He said he would not be surprised to see that happen because it has happened in the past.

Nate Nichols – He asked Jon Van Arnam if he foresees looking at the FAA programs in terms of those that fit within the County's construct and those that perhaps don't. Could there be an ongoing review and consideration of other existing systems that might be better fit for a given program? For example, the Children's Services Council (CSC) did some exchange of programs in the past year. The CSC took a look at the expertise that one entity had versus the other entity with a different set of expertise. That exchange of programs worked really well. Can the County think about doing that kind of process in the future?

Jon Van Arnam – When Staff presented the initial recommendations for the FAA's to the Board of County Commissioners, it was presented in the context of being in the third year of a three (3) year funding cycle.

The County has been working collectively with a number of principal funders of human services programs to change to how the services are funded. Those changes would potentially have a big impact on the FAA program. He asked the BCC for approval to come back to them in the Fall or in early 2009 with a new program to replace the FAA Program. Basically it would be a part of a broader program that would be implemented by the Children's Services Council (CSC), the United Way, the Department of Children and Families, the Area Agency on Aging and other funders including, hopefully, Palm Health Care and Quantum and so on. So in addition to a broader model for funding the system of care, a new and more definitive program model is being looked at. On July 15, 2008, the Children's Services Council will be presenting the model they are implementing in their child development strategies to the BCC.

The potential adoption of these new models across-the-board could have some very positive and very drastic impacts on how the County does business. He is looking forward to being able to present more detail, and engaging the CAC through the FAA Subcommittee in discussion once ready. Right now, they are trying to put some of the concepts on paper. He thinks the new model will result in better services and more accountability.

Karis Engle – The Glades Initiative was one of the agencies recommended for a twenty-five percent (25%) cut as compared to the three-percent cut to the most of the other FAA's. The recommended twenty-five percent (25%) cut for the upcoming fiscal year will have a dramatic impact because it equates to a \$50,000.00 cut to the Glades Initiative's budget. The other FAA's were not impacted at the same severe level.

She knows that the Glades Initiative was targeted for more of a funding cut because it does not provide what are called "direct" services. However, in fact, the Glades Initiative's impact is greater because it collaborates with all of the organizations that are in the Glades.

Debby Walters – She commented that when the "indirect" service providers are cut, the then the "direct" provider does not have the funding to continue health and human services programs. She applauded what the Glades Initiative has accomplished.

Jon Van Arnam – He said that there is a recommendation to restore half of what was cut. So \$25,000.00 will be cut instead of \$50,000.00.

Barbara Jacobowitz – She wanted everyone to be aware that Commissioner Robert Kanjian had asked her a specific question after the BCC meeting at which the FAA budget was discussed. When she left the meeting, Commissioner Kanjian pointedly asked her if the Citizens Advisory Committee had specifically voted on a five-percent (5%) cut to all of the Financially Assisted Agencies. She told him that the CAC had not voted on the five-percent (5%) cut; that it had come from Staff.

AGENDA ITEM 4D: CAC/HHS Membership Status presented by David Rafaidus

David Rafaidus – The Citizens Advisory Committee has a full membership with no vacancies at this time. The blue sheet that was sent in today's meeting packet indicates the CAC meetings-to-date, and which meetings each CAC member attended or was absent for.

That information is pertinent because Resolution No. R-2002-1606 (attached to the blue sheet) states that, if a member misses three (3) consecutive meetings or fails to attend two-thirds of the meetings scheduled during a calendar year, the member would automatically be removed from the CAC. He just wanted to update everyone on their attendance status.

There have also been some questions about excused absences.

Nate Nichols – He stated that he did not know about the first meeting (January 10, 2008) because he had just been appointed in December 2007 to the Citizens Advisory Committee.

Tammy Fields – She said that the January 2008 CAC meeting should not be counted as an absence against Nate Nichols.

Also 'excused absences' do not exist anymore under Resolution No. R-2002-1606.

[Recording Secretary's Note: The January 2008 CAC meeting absence against Nate Nichols has been removed from the Attendance Compliance Roster.]

AGENDA ITEM 4E: CAC/HHS Web Page presented by David Rafaidus

David Rafaidus – During today’s meeting, photographs will be taken to be added to the CAC Web Page on the County Web Site. Once the photos are posted, David will e-mail everyone with the specific Web address. The CAC Web Page also includes the CAC membership and ex-officios, the Element, the Adopted Minutes, and meeting dates.

Jon Van Arnam – Once it has been finalized, he would like to see the new CAC Work Plan posted on the CAC Web Page.

David Rafaidus – A ‘Publications’ or a ‘Documents’ section can be created within the Web Page, and the Work Plan listed there.

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

- None

AGENDA ITEM 4G: Good News Item(s)

Sandra Chamblee – She announced that Elizabeth Hernandez Cayson is a first-time and a proud grandmother of a grandson.

AGENDA ITEM 4H: Potential Agenda Items for Future Meetings

- Update on the Data Subcommittee and membership by Chair Brenda Gail Oakes (Aug.)
- Update on the Public Participation/HHS Element Subcommittee and membership by Chair Barbara Jacobowitz (Aug.)
- Update on the FAA Subcommittee and membership by Chair Thomas Arnedos (Aug.)
- MAPP and Health Department
- Presentation by the Palm Beach Sheriff’s Office ‘Gang Task Force’ (Det. Byron Smith)
- 211

5. ADJORNMENT

- *Col. Michael Gauger – Motion to Adjourn the CAC Meeting.*
- *Barbara Jacobowitz – Seconded the Motion to Adjourn the CAC Meeting.*
- *No Discussion*
- *Motion to Adjourn the CAC Meeting passed unanimously.*

Future Meetings:

CAC Regular Meetings: August 14, 2008; September 11, 2008

Executive or Reserved Meeting Dates: August 28, 2008; September 25, 2008

Minutes approved by the CAC on **August 14, 2008** by _____.
Signature – Dr. Richard Galeta, Chair