

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

“Regular Committee Meeting”  
MINUTES

**CAC Members Present:**

Dr. Richard Galeta (Chair)  
Thomas Arnedos (2<sup>nd</sup> Vice-Chair)  
Sandra Chamblee (Glades Representative)  
Dr. Barbara Cox Gerlock  
Col Michael Gauger  
Elizabeth Hernandez Cayson  
Nate Nichols  
Dr. Cynthia Smith  
Debby Walters

**Absent CAC Members:**

Barbara Jacobowitz  
Jill Hanson

**Ex-Officio Members Present:**

Brenda Gail Oakes

**Absent Ex-Officio Members:**

Edward Holloway  
Lt. Mike Kirschner  
Houston Tate

**Others Present:**

Jon Van Arnam  
Edward L. Rich  
Tammy Fields  
Renee Constantino  
Claudia Tuck  
Dr. Roland Williams  
Sharon O’Neill  
Lorenzo Taylor  
David Rafaidus  
Linda Gordon  
Tina Phillips, Palm Beach  
Habilitation Center Inc.  
Fred Eisinger, Seagull Industries  
for the Disabled Inc.  
Ken Paulsen, EBR Holding Ltd.

**Agenda Items**

**1. CALL TO ORDER**

- A. Roll Call – Linda Gordon – 8:35 a.m.
- B. Disclosures
  - None
- C. Public Input on Agenda Items
  - None
- D. Staff Information Updates

**Jon Van Arnam** – At the Human Services Coalition we will be meeting on Friday, November 21, 2008 at 9:00 a.m. at the Brown Distributing Company’s Conference Room, 1300 Allendale Road, West Palm Beach, Florida. The funding collaborative will discuss funding and the non-profit services that are contracted with those funders.

Under the Neighborhood Stabilization Program, the County has been allocated \$27.7M by the Federal Government to address foreclosed and abandoned properties, and permanent housing issues. A plan on how to spend that money has to be submitted to HUD (Housing and Urban Development) by December 1, 2008. The monies would come through the Community Development Block Grant (CDBG) process. Some of the money will be used for homelessness as part of the 10-year Strategic Plan.

Beginning November 18, 2008, former State Representative Shelly Vana will be sworn in as a new Palm Beach County Commissioner. The new Chairman of the Board of County Commissioners will be Jeff Koons.

E. Chair Comments

**Dr. Richard Galeta** – He announced, to much applause, David Rafaidus' marriage engagement.

2. **AGENDA APPROVAL**

A. Additions, Deletions, Substitutions

- None

B. Adoption

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

3. **REGULAR BUSINESS (Action Items)**

A. Adoption of CAC Regular Committee Minutes (October 16, 2008)

- *Sandra Chamblee – Motion to Approve and Adopt the CAC Regular Committee Meeting Minutes of October 16, 2008.*
- *Elizabeth Hernandez Cayson – Seconded the Motion.*
- *No Discussion*
- *The Motion to Approve and Adopt the CAC Regular Committee Meeting Minutes of October 16, 2008 passed unanimously.*

B. Adoption of the Minutes of the CAC Meeting of CAC Chairs with the Subcommittees' Chairs (October 16, 2008)

*(Recorder's Note: The Adoption of the above-stated Minutes has been deferred to the December 5, 2008 Meeting of the CAC-DATA/FAA/ELEMENT Subcommittees.)*

**4. OTHER BUSINESS**  
**AGENDA ITEM 4A:**

**Benefits and Cuts for Florida's Disabled presented by Tina Phillips, President/CEO of Palm Beach Habilitation Center**

**Tina Phillips** – She thanked the Citizens Advisory Committee for the opportunity to speak about the changes in the law regarding the developmentally disabled.

At the last session of the legislature, Florida Senate Bill 1124 restructured the Agency for Persons with Disabilities (APD). The Legislature decided to restructure the funding of the med-waiver funding that goes through the Agency for Persons with Disabilities by creating three (3) capped levels of funding. This new type of funding eliminated two (2) other previous levels of funding. Developmentally disabled clients have been placed in one (1) of three (3) capped tiers. As an example, of the two-hundred and sixty (260) men and women receiving Medicaid waiver services at the Palm Beach Habilitation Center, sixty-percent (60%) percent of them received reduction in services. The reductions in services are in areas such as: Vocational training; adult day training; supported employment; specialized training for better paying jobs and independence; physical therapy; behavioral services; mental health services, speech therapy; dental services; residential services for those who can't live on their own; supported living services for clients to live on their own in an apartment; retirement services which keep clients out of the County home and nursing homes; and transportation.

Of the clients served by Palm Beach Habilitation, forty-four (44) of them had reductions of over thirty-percent (30%) of each client's funding. Palm Beach Habilitation has appealed those reductions. The United Way has provided some financial assistance through the Legal Aid Society to provide pro bono attorneys to assist clients going through the appeal process.

Twelve (12) of the forty-four people with appeals are slated to lose one-hundred and twenty-nine thousand dollars (\$129,000.00) worth of services. If they lose their appeals, they will either be sent home or may have to give up their jobs due to loss of transportation which then throws them into a very dependant situation. Parents have had to give up their jobs in order to maintain their child in their home.

She distributed a handout about Joey, a Palm Beach Habilitation client for the past several years. Joey's current services and annual costs are: \$31,270 for residential habilitation; \$7,315 for adult day training; \$1,839 for transportation; and \$19,940 for support coordination for a total of \$42,364. Joey has been notified that he will be on the thirty-five thousand dollar (\$35,000.00) capped tier which is the most that he can get. The question is what services will be cut due to the \$7,364 reduction.

The budget cuts have resulted in agencies laying-off of administrative and direct-care staff and the reduction of benefits to staff. There have also been serious impacts to building and property maintenance. The Palm Beach Habilitation has gone without any wind-coverage this year because it cannot afford it, and probably won't be able to afford it next year. That wind coverage is for their main campus which is fifty-five thousand (55,000) square feet of building space and three (3) group homes on campus.

Agencies knew that the cuts were happening and knew that the 'tiers' were coming down, but

did not know the impact of the tiers. So the agencies started scrambling to try to find some type of entrepreneurial effort that could bring in a new stream of cash to prevent programs from being cut or clients sent home or staff laid-off.

Palm Beach Habilitation landed a contract with industry that will drive about a one-hundred thousand dollar (\$100,000.00) net profit in the next nine months. They were also very fortunate to receive a pledge from two (2) individual groups of one-hundred and forty thousand dollars (\$140,000.00) in the next nine months which will carry them through the two-hundred and forty thousand dollar (\$240,000.00) cash deficit. Otherwise she would have had to lay-off staff. Unfortunately, this is just a nine (9) month reprieve.

In the State of Florida, seventy-five hundred (7500) individuals lost about \$70M in services already. The thirty-five hundred (3500) appeals that are in Tallahassee will take about another three (3) months to process. However, the director of the Agency for Persons with Disabilities has the power to override the appeal which would leave that person to have to go through the judicial process to appeal the appeal.

Agencies for the developmentally disabled are going to ask the Florida Legislature to do several things this year to increase funding: Eliminate the reductions in the geographic differentials for residential habilitation services since Palm Beach County has a higher cost of living; request new taxes by taxing certain items that are now tax exempt; and request that the cigarette user fee be increased by one-dollar (the current user fee is thirty-three point nine (33.9) cents). Also, they want the State to collect sales and use tax on Internet and other form of remote commerce. They want the County to pursue available Federal grant monies.

**Debby Walters** – Since Senator Jeff Atwater is going to be the President of the Florida Senate, where does he stand on these types of issues affecting the developmentally disabled?

**Tina Phillips** – Jeff has been one of their best partners. He helped them significantly last year and he has as good an understanding of the problem as she herself does.

**Tammy Fields** – While you're on the topic of persons with disabilities, there is discussion going on now at the S.H.I.P. level through the State about the allocation of the S.H.I.P. funds for special needs housing. They are seeking comments. She will forward the information to David Rafaidus for distribution.

**AGENDA ITEM 4B: FAA Subcommittee Status Report presented by Thomas Arnedos, Chair**

**Thomas Arnedos** – As to the short-term goal, David Rafaidus is preparing an overview of the current FAA funding regarding which agencies receive awards and in what amounts.

There was also discussion about the gap that occurs in the contract process. Contracts end on October 31<sup>st</sup> annually and they do not get an executed contract sometimes for months after that. Providers are put in the position of either stopping the services or continuing to provide services without payment. Are there legal liability issues to the provider and/or the County

when services are provided and there is no contract in place? The FAA Subcommittee wants to recommend to the full CAC that it explore with County Staff ways that the contract gap could be bridged or prevented.

The mid-term goal was to focus on the next FAA funding cycle coming up in early 2009. There is a good chance that the FAA Subcommittee will not receive the data needed in time to make recommendations to the BCC for the 2009 funding process. In the interim, they recommended that the contract for the next funding cycle include language stating the initial contract would be awarded by the process already in use, but that there may be changes in the contract renewals.

Also, instead of a 'report card' using a grading system, the FAA Subcommittee is recommending the adoption of a 'red/yellow/green' gradient. Red means the goal/objective is not being reached. Yellow means the goal/objective is close to being reached. Green means the goal/objective has been reached and is being maintained. Eventually, the squares in the Matrix will have the color of red, yellow or green to show each Indicator's status.

Dr. Karen Dodge of the PBC Health Department is a research expert, and has agreed to help the FAA Subcommittee. With her help, the project will move along quicker.

**Jon Van Arnam** – Currently, contracts are done for 3-year cycle with the 2<sup>nd</sup> and 3<sup>rd</sup> contracts being renewals. There is flexibility to make adjustments, and they do make them year to year. The County is not locked into a 3-year approach.

Relative to funding on a broader scale, County and Staff Administration intend to bring some recommendations forward to the Board of County Commissioners (BCC) relative to modifications to the FAA process. He will discuss with the Board how funding is prioritized. What the CAC doesn't do now is to say 'well 35% of funding should go into substance abuse and mental health', 25% into developmental disabilities, and so on.

Also, he will be having a meeting with the BCC probably on January 27, 2009 to share some of the discussions that have occurred with other principal funders. There may be a pilot program starting with a couple of providers whereby County and private funding would be consolidated. Each provider would have a single contract and would be managed/monitored by one entity.

**Dr. Richard Galeta** – This is a complex project for the CAC and its subcommittees. He wants to be sure that everyone is going in the same direction. As the CAC Chair, he wants to follow the Element and whatever other data we can gather is fine.

**Jon Van Arnam** – He looks at the Element as a broad charge that we have of addressing the community's needs in the health and human services area. He would like to meet with CAC Subcommittee Chairs Thomas Arnedos, Brenda Oakes and Barbara Jacobowitz prior his meeting with the BCC on January 27, 2009.

**AGENDA ITEM 4C: DATA Subcommittee Status Report presented by Brenda Oakes, Chair**

**Brenda Oakes** – By consensus of the DATA Subcommittee, four (4) different Clusters were set up: Community and Family Characteristics; Health Brief Indicators; Human Services Brief Indicators; and Public Safety. For each of the Clusters, Indicators were identified, and the Indicators were prioritized by Phase 1 or Phase 2.

It was discovered at that meeting that the subcommittees weren't all working from the same page as to what the data was been collecting for and what it would be used for. Many of the Indicators correlate with the Element and some of them do not. She felt the way she presented it to the DATA Subcommittee was that the data was for an overall report card of health and human services for a County-wide picture.

There was discussion from other subcommittee members and from Staff who thought the goal was strictly to evaluate how we've done in the last year based on the Element and that we should be reporting that back by an annual report to the BCC.

To continue working on the DATA Subcommittee, she needs some directions from the rest of the CAC as to what the data is to be used for.

**Dr. Richard Galeta** – As far as he is concerned, he thinks the primary goal is a 'report card' on the Element and that the other information collected will be used down the road.

**David Rafaidus** – He displayed and briefly explained the fifth (5<sup>th</sup>) revision of the Matrix he and Thomas Arnedos developed.

**Thomas Arnedos** – He sees the initial step as measuring how we are achieving the goals/objective in the current Element. Ideally he thinks the FAA Subcommittee wants to get a County-wide picture, but he sees that as a farther step down the road. The Matrix would be the first step and, once it is done, then a more complete set of health and human services indicators could be developed that could tell us maybe how the Element needs to be revised.

**Debby Walters** – She saw the Matrix as the framework from which to build using the Element, and then to go from there to where we want to be in terms of the overall County.

**Jon Van Arnam** – What we collectively are trying to do through the system of care is to bring groups together so that the health and services needs are addressed in the best possible comprehensive way. We need to get an agreement on what things should be put in the Clusters and Indicators column, and then collectively track those in the same process that you have set up here. His guess is that, when done, they are all going to be consistent with the Comprehensive Plan.

**Nate Nichols** – The system of care as an Indicator is a critical one. He believes collaboration with other funders is important. The CAC has a niche. Other funders have a niche. How then do those niches come together to create the system of care? He sees the whole schematic as scorecard. He is assuming that underneath the Matrix would be layers of other pages that would speak to actually what is being done to support the system of care and who is the entity that is providing the support. The Matrix is a great conceptual framework and is a real beginning.

**Tammy Fields** – She provided the historical perspective of the Comprehensive Plan process. Part of the reason why some areas like ‘childcare’ aren’t in the Comp Plan is because the last revisions made were very specific to the things the Board of County Commissioners has control over.

The Comp Plan Element is a legal document; it is a law; it is an ordinance. The BCC doesn’t have the legal authority to regulate the Health Care District or the Children’s Services Council, so those things were taken out of the Comp Plan. She agrees with David Rafaidus’ comments that those responsibilities could still be listed as Indicators and that they’re being taken care of by other entities.

**Dr. Richard Galeta** – He had to leave the meeting so he is turning the Chair over to Thomas Arnedos, 2<sup>nd</sup> Vice-Chair.

**Brenda Oakes** – She doesn’t think they can just strictly look at the Element because then we’re excluding a lot of areas that have an indirect impact on health and human services. If we don’t look at them, then we are missing half the picture.

**Jon Van Arnam** – That is very true. Things don’t happen in isolation. He thinks it is a mistake to be too narrowly focused. There certainly needs to be consideration of what other entities are doing.

**Thomas Arnedos** – He thinks there is a miscommunication because he agrees with Jon Van Arnam. He pointed out that the CAC doesn’t have a consultant hired to do this project so it has to be tackled in stages. The subcommittee members are all volunteers. To have a prompt impact on the FAA process with some data, it was decided to develop the data that matches up with the current Element. Then once that is completed, they would work on the set of Indicators that reflect health and human services County-wide.

**Jon Van Arnam** – The part he doesn’t quite understand regards the language in the Comprehensive Plan relative to data collection and a ‘system of care’ for health and human services in the County. It seems to him that you could say that the Element is the charge of the CAC if you want to go there. He doesn’t read the Comprehensive Plan to be as limiting as the way it’s being described.

**Dr. Barbara Cox Gerlock** – The Resolution talks about the overall County health and human services. During the revision process, the discussions centered around what the County was and was not responsible for. The revised Element was much more limiting than the Resolution. That was the philosophy of the administration at the time.

**Thomas Arnedos** – The way he sees the Element worded is that it does charge the CAC with reporting on the Element that we have, but it does not limit them to looking at County-wide Indicators because we need to keep the Element valid and alive. When we do that, it is going to help us bring in the other funders to address problems. The question is how do we get the quickest results? Do we want to first focus on measuring the Element, with the long-term goal of developing County-wide Indicators? We do need some direction from the CAC as to how to proceed.

**Debby Walters** – Maybe the Indicators that correlate to the Element could be Phase 1 and Phase 2 could be those Indicators not related to the Element.

**Elizabeth Hernandez Cayson** – She liked Jon Van Arnam’s idea about meeting with the CAC Executive Committee and all of the Subcommittee Chairs and Vice-Chairs. That way everyone could hash out their concerns.

**Jon Van Arnam** – He suggested the morning of December 4, 2008 for a meeting the CAC Executive Committee, all of the Subcommittee Chairs and Vice-Chairs, Staff and himself.

He would like to see a list of the Clusters and Indicators done by the DATA Subcommittee. It would give him some idea of where everyone’s recommendations are coming from.

**Brenda Oakes** – She has the list and will e-mail the list to David Rafaidus for distribution.

- *Elizabeth Hernandez Cayson – Motion to schedule a meeting of the CAC Executive Committee, all of the Subcommittee Chairs and Vice-Chairs, Jon Van Arnam and Staff to discuss the ‘Element’ direction and the ‘global’ direction.*
- *Debby Walters – Secoded the Motion.*
- *No Discussion*
- *The Motion to schedule a meeting of the CAC Executive Committee, all of the Subcommittee Chairs and Vice-Chairs, Jon Van Arnam and Staff to discuss the ‘Element’ direction and the ‘global’ direction passed unanimously.*

**AGENDA ITEM 4D: HHS Element Subcommittee Status Report presented by David Rafaidus on behalf of Barbara Jacobowitz**

**David Rafaidus** – He and Barbara Jacobowitz have met about the Element Subcommittee. They have reviewed portions of the Element. There are scrivener errors, things out-of-date, or the agency or program is no longer in existence. Those are things that they have already indicated to the Planning, Zoning and Building Department that there will be forthcoming modifications.

**AGENDA ITEM 4E: Member Comments on Non-Agenda Items**

**Sandra Chamblee** – She and Elizabeth Hernandez Cayson will not be able to attend the December 11, 2008 CAC Regular Meeting.

**David Rafaidus** – Dr. Galeta told him that he is recommending that the December 11, 2008 CAC Regular Meeting be canceled because of the holidays.

**Brenda Oakes** – She saw this week that 211 lost a primary funder and that there will be two (2) separate 211’s: One for senior citizens and one for the general population.

**Edward L. Rich** – The Area Agency on Aging (AAA) has a resource center so that funding

is going to the AAA resource center instead of 211. The resource centers are now statewide. 211 will still receive funding from several programs funded by the County. Several years ago, there was a separate line for seniors manned by the Senior Services Division of Community Services. We are going back to that concept, but on a statewide basis.

**Jon Van Arnam** – A lot of the calls that were going to 211 were being referred to the Area Agency on Aging resource center. A new 211 is not being created. The concept is that when a senior citizen calls, there needs to be someone on the telephone who is familiar with the programs and services available, and can diagnose the senior's needs.

**AGENDA ITEM 4F: Public Comments on Non-Agenda Items**

- None

**AGENDA ITEM 4G: Good News Items**

**Sandra Chamblee** – The Association for Fundraising Professionals has agreed with Palm Beach Community College (PBCC) to go out to the Glades and meet with the not-for-profits there. The meeting will be on December 3, 2008 from 9:30 a.m. to 1:00 p.m. at the PBCC Glades campus. The goals are to try to help bring the not-for-profits up to speed during these tough funding times, particularly in the area of grants. She hopes that Renee Constantino can participate or provide a panelist since the County funds a number of agencies in the Glades.

**Houston Tate** – He asked Sandra Chamblee to attend the G-Tech meeting on December 20, 2008 at 9:30 a.m. at the Pahokee Recreational Center. They want to develop neighborhood associations in the Glades so they can provide technical assistance toward obtaining funding.

**Dr. Cynthia Smith** – Lt. Mike Wallace of the Palm Beach County Sheriff's Office recently did a presentation to the faculty on the gang situation. The Adult Education Center is servicing approximately twenty-two hundred (2200) students. Eighty-five percent (85%) of their enrollment are students of other languages. The other fifteen percent (15%) are students who need a general high school diploma.

**AGENDA ITEM 4H: Potential Agenda Items for Future Meetings**

- MAPP and Health Department
- 211
- Human Trafficking Task Force

**5. ADJOURNMENT**

- *Sandra Chamblee – Motion to Adjourn this CAC Meeting, and Motion to cancel the December 11, 2008 CAC Regular Committee Meeting.*
- *Elizabeth Hernandez Cayson – Seconded the Motion to Adjourn this CAC Meeting, and the Motion to cancel the December 11, 2008 CAC Regular Committee Meeting.*
- *No Discussion*

- *The Motion to Adjourn this CAC Meeting, and the Motion to cancel the December 11, 2008 CAC Regular Committee Meeting passed unanimously.*

**Future Meetings:**

- *CAC Special Meeting with Jon Van Arnam, CAC Executive Committee  
DATA/FAA/ELEMENT Subcommittees Chairs and Vice-Chairs: December 4, 2008*
- *CAC Special Meeting with CAC Executive Committee & all DATA/FAA/ELEMENT  
Subcommittee members: December 5, 2008*
- *CAC Regular Meeting: January 8, 2009*
- *Executive or Reserved Meeting Date: January 22, 2009*

CAC Regular Meeting Minutes approved by the CAC on **January 8, 2009** by

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Signature – Dr. Richard Galeta, Chair.

ADOPTED