

Minutes approved by HSAB on February 11, 2009
MONROE COUNTY HUMAN SERVICES ADVISORY BOARD
MINUTES OF MEETING HELD ON
May 21, 2008

Meeting Room 8:30 A.M.
Sheriff's Hangar 10100 Overseas Highway; Marathon, FL

Board Members Present: Staff present:
Todd Firm, Chair David Owens, Grants Administrator
Alexsandra Leto, Vice Chair
David Horan, Secretary
Lynn Mapes
Steve Torrence

The meeting was called to order at 8:42 A.M. by Todd Firm, Chairman. Human Services Advisory Board (HSAB) members and attendees introduced themselves.

Board members noted their affiliations with applicant organizations:

Lynn Mapes: Guidance Clinic of the Middle Keys board member
Todd Firm: none
Alexsa Leto: none
David Horan: none
Steve Torrence: Monroe Association for Retarded Citizens board member

A **motion** by Lynn Mapes, seconded by David Horan, to approve the minutes of the February 21, 2008 meeting **passed unanimously**.

Dave Owens discussed fiscal year 2009 funding in general. He noted that the application from Community Health of South Florida did not arrive in his office until April 30, 2008.

David Horan made a **motion**, seconded by Steve Torrence, to accept the application of Community Health of South Florida. Discussion followed.

Dave Owens said that, according to information from the DHL website, DHL attempted to deliver the package at the Health Dept. receptionist desk at 4:12 PM on April 25th, the due date, but apparently there was no one at the receptionist window, and DHL did not deliver it. On April 29th, DHL delivered the package to the Health Dept. receptionist window. On April 30th, it was brought to the budget office. David Horan pointed out that, although it was not received in the proper room by the deadline, the courier attempted delivery in the correct building before the deadline. Dave Owens mentioned that our application instructions clearly require delivery to his office before the deadline, and specify the room number. He added that, in his experience, the HSAB has not accepted late applications. A roll call vote followed, and the **motion passed 3 to 2:**

Horan – yes

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Mapes - no

Leto – yes

Torrence – no

Firm – yes

David Horan began discussion of the reduction in HSAB total funding due to the dissolution of the PACE Center for Girls program, and the subsequent transfer of that program (now to be under an inter-local agreement with the School Board) and \$68,115.00 to the category of Commission-funded "line items." He added that he would prefer that the Commission, and not staff, make changes to the total funding amount, especially in a year in which the amount had already been reduced by twenty percent. The board discussed this at length. David Horan made a **motion**, seconded by Steve Torrence, to ratify the new funding amount of \$1,700,087.00. **The motion passed unanimously.**

David Horan said that he would like to draft a letter to the Board of County Commissioners on this topic, telling them that the HSAB does not want total funding reduced in this manner if this happens in the future. Board members **agreed** to have him draft such a letter. [The draft letter was reviewed and approved by board members near the end of the meeting, and Dave Owens was directed to prepare the letter.]

9:14 AM – Connie Gilbert of Literacy Volunteers addressed the Board. Alexa Leto asked about professional fees. Jane Gladson, also of Literacy Volunteers, replied that she believed those fees were for their audit. Todd Firm discussed the fact that Attachment D, which should match the total requested, did not match.

9:25 AM – Michael Cunningham and Mary Williams, on behalf of Florida Keys Area Health Education Center, addressed the Board. Lynn Mapes discussed dental services and possible duplication. Todd Firm asked about increases in total compensation. Mr. Cunningham replied that there were 4-5% increases across the board, due primarily to increased responsibilities and new programs. David Horan discussed the executive director's increase.

9:38 AM – Cami Diezel of Easter Seals addressed the Board. Dave Owens asked about travel and departmental support expenses. She replied that therapists travel up and down the Keys, and that departmental support is for administrative support services, such as billing, provided by their Orlando office.

9:43 AM – Lou Hernandez of Helpline addressed the Board. Alexa Leto asked about any increase in calls due to cuts in County social services. Mr. Hernandez replied that most of the increase was in the area of economic assistance, such as rent.

9:48 AM – Steve Braddock of Florida Keys Outreach Coalition addressed the Board. He and David Horan discussed compensation. Mr. Braddock noted that some of his own benefits were not paid for by FKOC.

9:52 AM – Diana Flenard of the Monroe Association for Retarded Citizens addressed the Board. She said that cuts in funding could be as much as \$500,000.00 for her

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organization. Alexsa Leto asked about travel expenses, and Ms. Flenard replied that those expenses were for vans used to transport clients.

10:02 AM – Dan Smith of Rural Health Network addressed the Board. He said that their mobile van had returned to the Big Pine Key area to provide services. He added that they have made cuts in administrative payroll and health insurance. Lynn Mapes discussed duplication in dental services. Mr. Smith noted their collaboration with Florida Keys Area Health Education Center to avoid duplication and offer dental services. David Horan discussed the federal Community Health Center grant. Alexsa Leto discussed matching funds. Mr. Smith said that match was expected, but not specifically required for the grant mentioned in his application. David Horan and Lynn Mapes discussed the grant that was awarded to Community Health of South Florida with Mr. Smith. Mr. Smith commented that the Health and Human Services Inspector General's office was investigating the notice of grant award to CHSF from Health Resource and Service Administration, and, to the best of his knowledge and understanding, no funds had been received.

10:23 AM – Sunny Booker and Phyllis Mitchell, representing Monroe County Education Foundation, addressed the Board. Todd Firm discussed the level of Monroe County School District support for the program.

10:33 AM – Janice Drawing of Heron/Peacock addressed the Board. David Horan discussed compensation. Ms. Drawing said that the previous director had voluntarily taken a fifty percent salary decrease, but that he was no longer there.

10:40 AM – J.B. Hunt of American Red Cross addressed the Board. David Horan and Todd Firm discussed full-time-equivalents and compensation. Steve Torrence discussed confusion and problems encountered during response to Hurricane Wilma.

10:48 AM – Elmira Leto of Samuel's House addressed the Board. There were no questions from the Board.

10:49 AM – Board members took a short recess.

11:05 AM – The meeting was re-convened, and Frank Rabbito, representing the Guidance Clinic of the Middle Keys and the Care Center for Mental Health, addressed the Board. He noted that they have reduced costs in many areas, including management, information technology, and financial. He and the Board discussed full-time-equivalents. Todd Firm discussed the percentage of non-county residents being served.

11:31 AM – Betsy Langan and Lisa Benfield of Womankind addressed the Board. She discussed an anticipated decrease in the amount Health Dept. funding from \$82,000.00 currently to \$45,000.00.

11:36 AM – Kathy Tuell and Bill Mann of Florida Keys Children's Shelter addressed the Board. Ms. Tuell said that the amount of reductions to her funding were not yet known. She added that the organization had recently opted out of United Way funding, thinking that they could raise more on their own, and that they could not comply with the prohibition on fundraising during the United Way fundraising

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period. Alexsa Leto discussed the Project Lighthouse program. David Horan discussed AIDS patients as residents. Ms. Tuell commented that they must accept them as residents, just as other agencies must.

11:47 AM – Venita Garvin Valdez of the Domestic Abuse Shelter addressed the Board. She said that they expect funding to decrease due to a decrease in divorce rates. She said that county funds are used to fulfill part of a match requirement. David Horan asked if the executive director [Ms. Garvin-Valdez] lived in Monroe County. She said that she has lived in Dade County for about two years, since her family could not afford to buy a house in Monroe County. Alexsa Leto discussed the director's pay. Ms. Garvin said that she received a \$15,000.00 increase in January 2008.

11:55 AM –Manny Madruga and Dan Dombroski of Boys and Girls Clubs of the Keys addressed the Board. Mr. Madruga discussed the reclassification of his agency to core services with the Board. After discussion, Steve Torrence made a **motion**, seconded by David Horan, to move Boys and Girls Club to the core services category; the **motion passed unanimously**.

12:07 PM – Ruth Antonowich and Jackie Jones of HospiceCare of Southeast Florida addressed the Board. Ms. Antonowich said that county funds would be used to help with care for indigent and uninsured clients, and she outlined services provided. David Horan asked about differences from Hospice/VNA. She replied that they offer crisis care 24 hours a day and "eleventh hour outreach." She added that they waited until they could show growth in their agency before applying to the HSAB. Alexsa Leto inquired about paying for chaplain services, when she thought that local clergy would perform the services for free.

12:17 PM – Brenda Pierce of the Center for Independent Living addressed the Board. She said that they have applied for a \$63,000.00 grant from the U.S. Dept. of Education that requires match. Dave Owens asked about the amount of the grant and match. She replied that there would be \$63,000.00 in grant funds and \$15,800.00 in match. Dave Owens discussed travel expenses with Ms. Pierce.

12:24 PM – Patrice Sanders of AIDS Help addressed the Board. She said that 85% of their clients were under 100% of the poverty level. David Horan asked how many beds they have. She replied that they help 142 persons with housing, but don't own housing facilities themselves. She added that they have helped other clients with the transition to Section 8 housing.

12:32 PM – The Board recessed for lunch.

1:57 PM – Marjorie Roberts of Keys Area Interdenominational Resources (KAIR) addressed the Board. There were no questions from the Board.

2:01 PM – Arianna Nesbitt, representing Florida Keys Healthy Start Coalition, addressed the Board. She noted a significant increase in teen pregnancy. The Board discussed the category of funding for this agency. Steve Torrence made a **motion**, seconded by Alexsa Leto, to move them to the medical services category. **The vote was as follows:**

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Horan – no
Mapes - no
Leto – no
Torrence – yes
Firm – no

2:10 PM – Doug Blomberg of Wesley House addressed the Board. He noted that they have seen a tremendous increase in requests for childcare assistance. He added that they collaborate with Monroe Association for Retarded Citizens for use of an independent living facility. Todd Firm asked about phone expenses. Mr. Blomberg replied that those expenses included 65 cell phones for case workers throughout the Keys and phone cards for laptop computers.

2:15 PM – Liz Kern of Hospice/VNA addressed the Board. She said that they were surprised to see another hospice provider from Fort Lauderdale come to Monroe County to operate, since typically providers do not compete with each other. She discussed the fact that her agency has elected to serve only Monroe County, and consists of only County residents as directors and employees.

2:17 PM – Leslie Safer of the Good Health Clinic addressed the Board. There were no questions from Board members.

The Board briefly discussed the application of Community Health South Florida. Board members agreed to deny funding. Dave Owens mentioned that the Board should pass a motion now concerning zero funding for this agency, or include zero funding in its motions later in the meeting. Board members agreed to address the issue now, and Lynn Mapes made a **motion**, seconded by Steve Torrence, to deny funding to Community Health of South Florida, Inc. The motion **passed unanimously**.

David Horan made a **motion** to fund these agencies at the amounts shown:

Care Center for Mental Health	300,000.00
Hospice Care of Southeast Florida	0.00
Easter Seals	15,000.00
Good Health Clinic	37,000.00
Guidance Clinic of the Middle Keys	390,000.00
Hospice of the Florida Keys, Inc.	150,000.00
Womankind	90,000.00
Total	1,091,000.00

Steve Torrence requested an **amendment to the motion**, to fund Florida Keys Area Health Education Center in the amount of \$39,000.00. Mr. Horan agreed.

Lynn Mapes requested an **amendment to the motion**, to fund Rural Health Network in the amount of \$70,000.00. Mr. Horan agreed.

Steve Torrence seconded the amended motion. The motion was read back, and members agreed on the total, \$1,091,000.00.

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Roll call vote was as follows:

Horan – yes
Mapes – abstained, due to affiliation with Guidance Clinic
Leto – yes
Torrence – yes
Firm – yes

Alexsa Leto discussed funding Monroe Assoc. for Retarded Citizens at \$166,500.00.

Lynn Mapes discussed funding Wesley House at \$150,000.00, Samuel's House at \$100,000.00, Florida Keys Children's Shelter at \$170,000.00, and Domestic Abuse Shelter at \$43,000.00.

Todd Firm discussed funding Guidance Clinic of the Middle Keys at \$340,000.00, Care Center for Mental Health at \$280,000.00, and Easter Seals at \$10,000.00.

Alexsa Leto and Steve Torrence discussed funding Florida Keys Area Health Education Center at \$30,000.00.

Todd Firm discussed funding the Good Health Clinic at \$35,000.00 and Hospice of the Florida Keys at \$145,000.00, Rural Health Network at \$60,000.00, and Womankind at \$70,000.00.

No action was taken on these proposed amounts.

Lynn Mapes made a **motion to rescind** Mr. Horan's earlier motion totaling 1,091,000.00; Alexsa Leto seconded the motion, and it **passed unanimously**.

David Horan made a **motion**, seconded by Steve Torrence to fund these agencies at the amounts shown:

Care Center for Mental Health	280,000.00
Easter Seals	10,000.00
Florida Keys Area Health Educ. Ctr.	30,000.00
Good Health Clinic	35,000.00
Guidance Clinic of the Middle Keys	340,000.00
Hospice of the Florida Keys, Inc.	145,000.00
Rural Health Network	60,000.00
Womankind	70,000.00
Hospice Care of Southeast Florida	0.00
Total	970,000.00

The motion passed unanimously.

Todd Firm asked what the amounts would be if Florida Keys Children's Shelter, Monroe Association for Retarded Citizens, Samuel's House, and Wesley House were funded at 80%. Dave Owens replied that the amounts, respectively, would be: 148,000.00, 148,000.00, 83,252.00, and 128,662.00.

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Todd Firm discussed funding Heron/Peacock at \$50,000.00, Domestic Abuse Shelter at \$34,000.00, and Florida Keys Outreach Coalition at \$30,000.00.

David Horan discussed funding Boys and Girls Club at \$40,000.00 and Florida Keys Healthy Start at \$5,000.00.

Lynn Mapes discussed funding Florida Keys Healthy Start at \$7,500.00, AIDS Help at \$27,000.00, and Keys Area Interdenominational Resources at \$4,000.00.

David Horan made a **motion**, seconded by Lynn Mapes, to fund the following agencies at the amounts shown:

AIDS Help	27,000.00
American Red Cross	5,000.00
Boys and Girls Club	40,000.00
Domestic Abuse Shelter	34,000.00
Florida Keys Children's Shelter	148,000.00
Florida Keys Healthy Start	5,000.00
Florida Keys Outreach Coalition	30,000.00
Heron/Peacock	50,000.00
Keys Area Interdenominational Resources	4,000.00
Monroe Assoc. for Retarded Citizens	148,000.00
Samuel's House	83,000.00
Wesley House	128,000.00
Total	702,000.00

The motion passed with the vote as follows:

Horan - yes
Mapes – yes
Leto – no
Torrence – abstain, due to affiliation with MARC
Firm - yes

Steve Torrence made a **motion**, seconded by Lynn Mapes, to fund the following agencies in the amounts shown:

Center for Independent Living	4,000.00
Helpline	4,000.00
Literacy Volunteers	4,000.00
Monroe Youth Challenge	16,087.00

The motion passed with the vote as follows:

Horan - yes
Mapes – yes
Leto – yes
Torrence – yes
Firm - yes

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David Horan's draft letter to the County Commission was reviewed and **agreed upon** by the Board members. Dave Owens was instructed to prepare the letter and send it to the Commission after a final review by the Board.

There being no further business, the meeting was adjourned at approximately 3:32 P.M.