

HEALTH AND HUMAN SERVICES COORDINATING COUNCIL
POLICY BOARD
(Combined meeting with the Administrative Forum)

January 30, 2009

The Health and Human Services Coordinating Council (HHSCC) Policy Board met in Room 453 at the St. Petersburg College Epicenter, 13805 58th Street North, Clearwater, Florida, at 1:42 P.M. on this date with the following members present:

Karen Williams Seel	Chairman; Pinellas County Commissioner
Van Sayler	Vice-Chairman; Juvenile Welfare Board (JWB)
Jim Coats	Pinellas County Sheriff
Neil Brickfield	Pinellas County Commissioner
Susan Latvala	Pinellas County Commissioner
Kenneth T. Welch	Pinellas County Commissioner
Bernie McCabe	State Attorney; JWB

Not Present:

Irene Sullivan	Circuit Court Judge; JWB
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Others Present:

Denise Groesbeck	Executive Director, HHSCC
Carl E. Brody	Senior Assistant County Attorney
D. Gay Lancaster	Executive Director, JWB
Maureen Freaney	Bureau Director, Pinellas County Health and Human Services
Tammy L. Burgess	Deputy Clerk, Pinellas County Board Records
	Members of the Administrative Forum
	Other interested individuals

Welcome

Chairman Seel called the meeting to order and welcomed HHSCC and Administrative Forum members and guests; whereupon, at her request, those in attendance introduced themselves.

Policy Board Consent Agenda

A. Approval of Minutes – September 19, 2008

Upon motion by Commissioner Latvala, seconded by Commissioner Welch and carried, the minutes of the September 19, 2008 meeting were approved with a correction to the “Welcome” paragraph, which Ms. Groesbeck indicated should reflect *Ellen McCreedy*.

Workshop

A. Accomplishments

Ms. Groesbeck conducted a PowerPoint presentation titled *HHSCC Workshop: Working Together for a Better Pinellas*, a copy of which has been filed and made a part of the record, provided a brief overview of the accomplishments of the entities under the HHSCC over the past year-and-a-half, and responded to queries by Commissioner Welch regarding the Continuity of Operations Plan (COOP), and JWB Deputy Director Browning Spence provided input.

B. Working Together: Lessons Learned and Opportunities

Ms. Groesbeck indicated that the original intent of the HHSCC was to be collaborative, although some of the structures of the HHSCC have implied a hierarchical approach. She noted that the Policy Board does not have direct control over all of the entities involved in the HHSCC, but that it does have referential power and positional authority, such as the power to convene. Ms. Groesbeck related that the Administrative Forum represents local, regional, and statewide funders; that discussions amongst members of the Forum revealed that some members have limited abilities to commit to action on behalf of their organizations; and that the addition of the Network Chairs to the Administrative Forum played a key role in Forum members realizing common interest in topics brought before them; whereupon, she discussed cross-networking and cross-functional issues.

Referring to the slide titled *Lessons Learned – Cycle Matrix Relationship*, Ms. Groesbeck discussed the organizational structure of the HHSCC and discussed effectively sharing information on a regular basis between the various boards, entities, networks, and organizations, ensuring staff within the various structures understands what is occurring at a communitywide level, identifying the appropriate vehicles to move information across the networks, and the adequacy of reporting the information.

Referring to the slide titled *Opportunities*, Ms. Groesbeck provided input regarding collectively using shared information for planning, establishing a common framework, measuring the results of actions taken, and agreeing on common outcome measures to reduce the administrative burden for agencies dealing with multiple funders. Discussion ensued during which several HHSCC and Forum members offered suggestions regarding how to work together more effectively including: providing a consolidated view of the budget cuts in Pinellas County to determine if a disproportionate amount is taking place in one particular area, establishing a guidance framework to help the entities work in concert with one another and be more efficient, setting the Policy Board's key priorities, and communicating rapidly between the entities to share information and proposed actions.

Vice-Chairman Sayler recommended that a term sheet be created for the state legislators to assist them in making more informed decisions when determining where cuts should occur; and Ms. Lancaster suggested that the Administrative Forum develop possible scenarios regarding budget cut impacts and the Policy Board prioritize the responses to the scenarios and agree on recommendations; whereupon, Commissioner Latvala indicated that Tallahassee should not be the sole focus; and that now is the time for the entities to determine how to better collaborate and make the best use of the funding available. Discussion ensued during which Homeless Leadership Network Executive Director Sarah Snyder, Mses. Groesbeck and Freaney, and Pinellas County Health Department Director Dr. Claude Dharamraj provided input.

In response to query by Chairman Seel, Ms. Freaney discussed the County's new computer data system and indicated that a majority of the focus is on greater efficiency and sharing medical data; whereupon, discussion ensued regarding the potential to expand the system to create a universal data system that encompasses all of the funders in the County, and Dr. Spence provided input.

Mses. Snyder and Lancaster suggested that the Policy Board identify the most important areas for the entities to address; and United Way Tampa Bay CEO Diana Baker and City of Clearwater Councilmember Carlen Peterson provided input relating to asset mapping, identifying opportunities to work together, and finding a common application and audit to reduce the administrative burden on providers dealing with multiple funders; whereupon, Chairman Seel suggested that a workgroup be put together to address the common application and audit and to determine the best system to house the data collaborative.

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At this time, 2:58 P.M., the meeting was recessed and reconvened at 3:10 P.M.

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C. Major Issues for the Coming Year: A View from the Networks and the Forum

Ms. Groesbeck briefly reviewed the remaining PowerPoint slides. Throughout the presentation and in response to queries by the members, Ms. Groesbeck provided information regarding the following topics, with additional input provided by Boley Centers President Gary MacMath:

- ▶ Preliminary estimates of the number of uninsured individuals in Pinellas County based on the federal poverty level.
- ▶ Number of ED visits by uninsured individuals.
- ▶ Treatment for behavioral health and severe mental illnesses.

- ▶ Community-based Medical Home model health care plan for uninsured individuals and a behavioral health plan.
- ▶ Low income housing, landlord/provider/client utilization.
- ▶ Number of units available in Pinellas County for the price of the housing vouchers.
- ▶ Percentage of household income expended on rent.
- ▶ Low Income Housing Network priorities.
- ▶ Family Unification Vouchers.
- ▶ Disaster recovery, vulnerability in capacity to develop HHS post-disaster.
- ▶ HHS Communication Plan, updating the service matrix, child care assessment protocol, targeted COOP training, and creation of a long-term recovery organization.
- ▶ Homeless trends and the increase in family homelessness.
- ▶ Local match for HUD continuum of care and equal funding in all service areas.

Ms. Snyder pointed out that the Housing Authorities were uncooperative in bidding for the Family Unification Vouchers last year; and that 100 vouchers were lost. She indicated that there will be more Family Unification funds available in the fall; that assistance is needed in bidding for the vouchers; and that having an alternative to relying on the Housing Authorities needs to be addressed at the federal level.

D. Strategies for Working Together to Protect Core Services

Ms. Groesbeck indicated that members of the Administrative Forum are on different funding cycles; and that because the fiscal years and the impacts are cyclical, knowing the various strategies of each of the entities would be beneficial in working together more effectively; and Ms. Baker provided input regarding partnering with agencies that provide basic needs.

Thereupon, Ms. Lancaster provided input relating to a model of service that the JWB is considering, and discussion ensued with Ms. Groesbeck providing input regarding the marriage of reductions and opportunities between the various entities under the HHSCC.

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At this time, 3:43 P.M., Sheriff Coats left the meeting.

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Discussion ensued regarding strategies to protect core services and Commissioner Welch expressed interest in using the data collaborative to identify individuals who frequently receive services, the potential efficiencies associated with identifying the individuals, and the costs associated with the services received.

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During discussion, Chairman Seel suggested that an advocacy statement be composed indicating the position of the HHSCC entities, as a group, on areas of importance; and that the statement be sent electronically to City Councils and Commissions, the County Commission, the JWB, and others, noting that the goal is to receive the responses and be prepared to move forward by the end of February. Discussion ensued and Ms. Groesbeck provided input regarding using SharePoint as a common data source for sharing information quickly.

Responding to query by Commissioner Welch, Ms. Snyder discussed the economic stimulus funding and bringing the four entitlement communities (Clearwater, St. Petersburg, Largo, and Pinellas County) together to work on homelessness; whereupon, Ms. Groesbeck noted that the economic stimulus funding also includes health care and transportation issues.

Administrative Forum Action

A. Request from the Disaster Recovery Leadership Network to Appoint a Foundation Member to the Long Term Recovery Steering Committee

Dr. Spence indicated that the Disaster Recovery Leadership Network is establishing a long-term recovery steering committee; and requested that the Administrative Forum designate a foundation representative to serve on the committee; whereupon, Ms. Peterson moved, seconded by City of St. Petersburg Social Services Planning Manager Rhonda Abbott and carried, that Allegany Foundation Regional Director Steve Lesky be appointed to serve on the Long Term Recovery Steering Committee.

Adjournment

There being no further business, Chairman Seel adjourned the meeting at 3:56 P.M.