

**Governor's Council for Community Health Partnerships**  
**Board of Directors Meeting Minutes**  
**July 10, 2008**

**Attendance:**

- Present:** Cynthia Boggs, Susan Dyess, Ann Faraone, Pat Lord, Bob Palin, Bert Tamarkin, Selma Verse.
- Staff:** Cynthia Bartosek, Karen Christie.
- Absent:** Dr. Fred Alfele, Tara Finnigan, Sandra Gerber, Jane Irion, Dr. Yvette LaClaustra, Deanna Lessard, Kathy Munz, Jacquie Nicholson, Joe Peters, Pierre Rodriguez, Jacqueline Rogers, Linda Roman, Marcia Wagshol, and Jean Wicken...
- Guests:** Jeanette Hartzell, Brian Killeen, Maria Watson, Wendy Tippett, Jamie-Lee Bradshaw.

**I. Welcome/Introductions/Highlands Elementary Program Background**

The session began at 9:00AM.

Bud Tamarkin introduced : Brian Killeen, the Principal of Highland Elementary School; Wendy Tippett, Executive Director of Adopt-a-Family and Jamie-Lee Bradshaw, the Manager of Bridges Beacon at Highland Elementary.

Prior to the tour of the summer camp, Mr. Killeen, Ms. Tippett and Ms. Bradshaw provided an overview of the program and the community. Highlands Elementary and Adopt-a-Family are working together to establish the Bridges Beacon Center to improve education, social services and health services within the community.

Highlands Elementary School is 94% minority and 95% reduced lunch program. The majority of the students is Guatemalan and speaks a number of dialects. The second largest population is Haitian who speak primarily Creole. There is no formal language education. Many of the students' parents never attended school. Highland Elementary's goal is to provide birth to death services. They believe that the best teachers are the parents and so they are teaching parents how to work with their children.

Highland Elementary has been working hard to develop trust within the community. They are starting a dual language program for pre-k (i.e., Spanish and English) that will run at least through the 5<sup>th</sup> grade. In addition, they will be holding adult education classes in the morning (which appeal to the Guatemalan population) and in the evening (which appeal to the Haitian population).

The art work hung on the walls at the school has been produced by the students. In addition, there is an outside mural that the students are painting under the instruction of a local painter. Part of the mural is the 27 flags that represent the students' countries of origin.

CSC selected Adopt-a-Family to run the Bridges Beacon Program in the community. Adopt-a-Family operates 64 unites of housing close to the school and maintains a large office building in the area. They deal with 3,000 families a year. There are many people in the area that need help. The Bridges Beacon concept is to develop a model for the integration of education, social services and health care. Their goal is to assign one social worker to a family to help them navigate the system. They believe that by bringing cohesiveness to the community they will stimulate economic growth and build continuing strength.

CSC is focused on providing educational, social and health services from early childhood to pre-k to seniors. This is a concept of continuous involvement. They hope that this can be replicated.

At present, individuals come to the school to ask for services, they are referred to Adopt-a-Family and often do not walk the three blocks to discuss services. Steps are being taken to close this loop.

A food pantry is currently in place at Adopt-a-Family. A second food pantry will open at Highland Elementary with the start of school. When individuals come in to request food, other services and opportunities will be discussed.

Last year, the Adopt-a-Family summer camp had 60 participants, the Guatemalan summer camp had 60 participants and SAC had 60 participants. This year, Jamie Bradshaw is running a "merged" camp for the community with about 180 participants divided into classes based on skill levels. The participants

are going on field trips, receiving classroom instruction and enjoying planned recreational activities including swimming lessons. In addition, there is a two-week clinic providing free health screens and immunizations to students and their families.

The School District also provides additional tutors through the two-week Summer Bridge program. The dozen tutors working in this program are a Board certified teachers from the local area. This program at Highlands was modeled on a space program. As part of the program, the director of the national space station came to talk to the children. Ann Faraone provided a CD on the program.

Highlands Elementary recently moved from a "C" to an "A" rated school. Overtime, they are expecting the proficiency levels of the student body to increase in all areas. They are also working on building parent involvement, currently through the School Activity Committee (SAC), and hope to start a PTA/PTO during the next year. One of the current goals is to have all students reading on grade level by the end of third grade, since data has shown that those who can not seldom finish high school.

Funding for Adopt-a-Family comes from CSC, United Way, The Town of Palm Beach United Way and two national grants. As a result, their programs are based on a logic model and ongoing measurement of outcomes.

Adopt-a-Family responds to all ages. As of August 1<sup>st</sup>, Adopt-a-Family will have one person in their office who is concentrating on seniors within the community. There are a number of grandparents raising their grand children within the community as well as a number of elderly shut-ins.

Wendy Tippett thanked GCCHP for the work that they are doing to support summer camp. The summer camp program has created a basis on which they are building trust.

Ann Faraone advised that in the Boca Raton area, the children are given back packs and on Fridays, their back-packs are filled with food for the weekend. The program is called Blessings in a Back Pack. This program might be replicable in the Highland area.

A tour of the facility was provided. It was noted that additional time will be planned for next year's summer camp visit meeting.

### **Regular Business Meeting**

The regular business meeting was called to order by Selma Verse at 9:45AM.

### **II. Minutes**

Bud moved that the minutes from March and May 2008 be accepted as written. Bob Palin seconded the motion. The motion was passed unanimously.

### **III. Treasurer's Report**

Bud submitted the Program Balances and Revenue & Disbursements Reports from April and June 2008 to be included in the minutes of the 7/10/08 meeting.

He advised that the remaining Teen Pregnancy Prevention Coalition funds (\$319.20) had been moved into School Health. There is a new program, 2009 Homeless PIT Count, for which funds are currently being received.

The Council Fund is now at \$3,019.63 following the \$350 annual payment to the Department of Agriculture & Consumer Services for a license to solicit funds. Bud advised that the Council needs to identify opportunities to earn additional money to be able to cover costs including the \$3,500 annual tax preparation and audit fee. He advised that the current rate of interest on the GCCHP account is .5% and will not produce sufficient income to cover anticipated costs. Although alternatives for tax preparation and auditing will be examined again next year, it was stated that the cost is low by comparison to other quotes that have historically been received and the service from the current company is excellent. Bud also advised that alternatives to earn additional interest would be reviewed but that the current service was excellent and the branch locations were convenient.

The annual meeting cost was \$2,132 versus a budget of \$2,250. Costs were paid from the Council Fund.

Bob moved that the Treasurers Report for April and June 2008 be accepted as submitted. Pat Lord seconded the motion. The motion was passed unanimously.

#### **IV. Executive Committee**

Selma advised that the topics discussed at the Executive Committee meeting would be discussed later in the meeting.

Selma asked the Board members who had not completed the Board Member Self-Assessment to do so since the results are used to plan the September workshop.

#### **V. Organization Update**

##### **Committee Reports:**

- **Advocacy Committee:**

No report was provided. The committee has not met since the last Board meeting.

- **Communications Committee:**

Bob Palin, Chairman, submitted the Marketing Attribution Guidelines for acceptance. Bud moved that the guidelines be accepted as written. Cynthia Boggs seconded the motion. All six Board members in attendance voted in favor of acceptance. It was noted that 14 votes were needed for a 2/3s majority. Additional votes will be requested by proxy.

It was noted that promotional efforts need to be expanded. The press release on the annual meeting has been submitted but not yet printed in the Palm Beach Post Notables section.

- **Summer Camp Scholarship Program Sub-committee:**

Cynthia Boggs, Chairperson, advised that only 300 children remained on the waiting list, down from 560 at the time of the annual meeting. All of these children have at least one parent at home. Maria Watson advised that of the 300, 100 had been offered a spot in a camp and had declined and another 100 could not be reached at the last telephone number of record.

Maria stated that based on the results, this has been a successful camp year. A total of 2,165 children have been placed in camp to date for 2008, up from 2066 last year.

A total of \$48,410 in new money was generated after the GCCHP annual meeting, from grants and donations.

The TV campaign generated additional camp slots that allowed more children to be placed in camp.

The cost of camp for 2008 is \$100 per week versus \$82.50 in 2007. The average cost paid per child to date for 2008 is \$745. However, Maria stated that this average may be lower when all bills have been paid.

Cynthia thanked Maria for the outstanding job that she is doing with the summer camp.

It was noted that the County has cut the funding for the 2009 camp year by 5%, from \$540,000 to \$513,000. Discussions on camp funding are still underway.

One of the topics for next week's Summer Camp meeting will be funding for 2009. Bud advised that a letter writing campaign and visits are already tentatively planned for August/September. Ann Faraone advised that she will send out a letter and brochure to the PTAs, since they are currently planning their 2009 budgets. Maria advised that she is working on writing grants.

Maria advised that she can add an item to the registration form for next year to capture the school that the student attends so that this information can be used in soliciting the PTAs and schools for the 2010 school year.

It was noted that additional publicity is needed. Lois Solomon, Sun Sentinel, has been sent background information with Maria as a follow-up contact. An article that previously ran in the Sun Sentinel provided numbers but did not include an invitation to donate. Jeanette advised that Marlene Passell wants to be involved in marketing for the program. It was suggested that the School District page might be used to encourage internet discussion.

- **General Committee Discussion**

Selma advised that the committees needed to be reconstituted before the planning meeting in September.

Jeanette recommended that the committees ensure that they are following their plans.

The Human Services Toy Store is anticipated to continue as an initiative for 2008. Ann Faraone advised that the South County has adopted a "Spirit of Giving" holiday program where the various groups screen names and share lists. It was noted that the Human Service Toy Store targets older children that are not supported by other programs.

## VI. Other Discussion/Closure

- **Dental Van:**

Cindy Bartosek advised that the "Tooth Ferry", the dental van initiative, is moving forward. It will be funded by a multi-year, multi-million dollar grant from the Fisher Family. The dental van will provide dental sealant services at schools and target 2<sup>nd</sup> graders. When built, Dr. Bilger plans for the van to be active in the summer. It was suggested that it could visit the summer camp locations. They will handle screenings, care and referrals. A draft contract is now with Dr. Bilger. A Memorandum of Agreement with the GCCHP will be needed at a later date. A media campaign is planned for Fall 2008. The grant will cover not only the purchase of the van but also the operating expenses over a number of years. The van will have its' own staffing, freeing clinic staff to handle additional clients. The same company is being used to produce the dental van that produced the mammography van, a prior GCCHP initiative. The funding for the van is targeted to be handled by GCCHP and the funding for staff will be handled through PBCHD.

- **Community Food Alliance:**

Bud advised that the Town of Palm Beach United Way is interested in providing funds to the Community Food Alliance via the GCCHP. In order to do this, GCCHP must first submit an application to become an agent of the Town of Palm Beach United Way. Once the application is approved, the next step is for the Community Food Alliance to become an initiative of GCCHP. The Executive Committee voted unanimously to recommend that this process go forward and that the proposal be presented to the full Board for approval. Bud asked the Board to approve submission of the application. Bob moved that the Board submit the application as proposed. Pat Lord seconded the motion. All six Board members at the meeting voted unanimously to submit the application. It was noted that 14 votes were needed for a 2/3s majority. Additional votes will be requested by proxy.

- **September Board Workshop:**

Selma reminded Board members that the planning meeting on September 11<sup>th</sup> at the Palm Beach County Medical Society will run for 3 hours, from 9:00 AM to Noon and to plan accordingly.

- **Executive Director**

Cindy Bartosek advised that the director's position is in process of being approved. This is a general revenue position, subject to the agency's hiring freeze. An applicant with extensive experience in running a number of operations has been selected. Cindy is currently working on an expanded narrative supporting the need. Once the request to hire is approved by the agency, the request will also need to be approved at the state level. Money may be an issue, but it is hoped that this can be negotiated. Tallahassee has endorsed the GCCHP and Dr. Malecki has made this a priority position. It is hoped that the new director will be on board by the September workshop.

- **Memorandum of Agreement**

The draft of the PBCHD and GCCHP Memorandum of Agreement will be reviewed by the Executive Committee.

**VII. Adjournment**

Selma Verse adjourned the meeting at 10:55 P.M.

Due to the absence of two members of the Executive Committee, the Executive Committee Meeting was not held.

Respectfully submitted,

Susan Dyess  
Secretary

Karen Christie (Notetaker)  
Administrative Assistant