

Children's Services Council
PROGRAM REVIEW COMMITTEE MEETING MINUTES

August 6, 2015 - 4:45 p.m.

1. Call to Order

Vice-Chair Weber called the meeting to order at 4:45 p.m.

Present: Thomas Bean; Vince Goodman; Gregory Langowski; Tom Lynch; Dennis Miles; Debra Robinson, M.D.; Shelley Vana (arrived 4:59 p.m.); Tom Weber.

2. Minutes of June 25, 2015 PRC Meeting

A motion by Goodman/Bean to approve the Minutes of the June 25, 2015 Program Review Committee Meeting was approved by unanimous vote.

3. A. Consent Agenda:

- a) Additions, Deletions, Substitutions
- b) Items to be Pulled from Consent Agenda – Agenda Item 3A(4) (Reference #5) was pulled for discussion purposes
- c) Adoption of Consent Agenda and Walk-In Warrants List

A motion by Goodman/Bean to approve the Consent Agenda with the exception of Agenda Item 3A(4) and walk-in Warrants list was approved by unanimous vote.

- 1. Warrants List-Program Reimbursements – Approved by Consent
- 2. Subcontractors – For informational purposes only; no action required.
- 3. Resolution #15-027 Authorizing Agreements for Light Touch Planning – Approved by Consent
- 4. Resolution #15-028 Authorizing Implementation of Project DULCE (Developmental Understanding and Legal Collaboration for Everyone)

Tom Lynch asked for a more thorough explanation of the involvement of Legal Aid in the project. Michelle Abarca, Program Officer stated that the project was to have doctors and lawyers partner to assist families with infants. She stated that the goal was to target families with children of ages 0 to 6 months at the time when the family attended the pediatrician for well child exams. She stated that there would be a family support worker present to do a developmental screening, and would assist the family with referrals with any civil legal issues that they could be experiencing. She stated that the family support worker, with technical assistance from Legal Aid, would help the child's well-being by connecting the family to services such as legal services, public benefits, etc. Mr. Lynch asked whether Legal Aid would be reimbursed on an hourly basis. Ms. Abarca stated that there would be a full time family support worker at the clinic in charge of the developmental screenings. She stated that in

addition there would be payments to Legal Aid for their services, and would probably fund a position as opposed to hourly reimbursement. Mr. Lynch asked whether this had been negotiated; Ms. Abarca stated that it had not. Mr. Lynch asked whether the family support worker would be a CSC employee; Ms. Abarca stated that it would not be a CSC employee.

Vince Goodman asked for the number to clients they expected to serve with this program. Ms. Abarca stated that they intended to target 200 families. Mr. Goodman asked which ZIP codes the families would come from. Ms. Abarca stated that part of the process would be to identify the clinics with pediatric practices with children in the targeted age range. She stated that they were targeting the clinics where there was most need. Mr. Goodman asked how they would recruit families. Ms. Abarca stated that the families would already be attending the clinic for pediatric services, at which time they would be engaged by the family service worker and given a developmental screen. Lisa Williams-Taylor, Ph.D. stated that it was an opportune time because the families would be bringing the babies to the clinics anyway for immunizations and well-child visits, so it would help the families by checking to see whether there were any other services from which the family could benefit. Mr. Goodman asked whether the pediatricians had been selected already, it was stated that they had not.

Debra Robinson, M.D. stated that she had understood that services would be provided at the Brombeck Clinic, Caridad clinic, Community Health Center of West Palm Beach and Genesis Health Center, should those sites be chosen. Ms. Abarca stated that Legal Aid already had a presence at those sites but were not specifically targeting newborns and infants. She stated that it would be logical to target the same clinics because Legal Aid already had a relationship and a presence. Dr. Robinson stated that it sounded like lawyers would be providing social work services. Ms. Abarca stated that the full time person at the clinic would be a social worker and would assist the family with referrals. She stated that the social worker would connect the clients to Legal Aid for those cases that were more complex and needed the assistance of an attorney.

Tanya Palmer, Chief Program Officer, stated that Project DULCE had started at Boston Medical Center with the idea to help families establish a medical home and have that ongoing connection. She stated that they had found that there had been issues which were above and beyond what a typical family support worker could help navigate, regarding meeting a family's concrete needs. She stated that there had been a small percentage of cases which needed ongoing attorney involvement. She stated that the unique part of Project DULCE was that the family support specialist could perform weekly conferencing with paralegals and attorneys, associated with the medical-legal partnership, to determine whether there were solutions to the issues being presented.

Dr. Robinson stated that the agenda item could be viewed as CSC paying for Legal Aid to have a way to pull work to justify its existence. She stated that she was uncomfortable with the arrangement. Vince Goodman asked whether the \$150,000 would be paid to Legal Aid. Tanya Palmer stated that the amount was an "up to" amount because budget negotiations had not yet taken place. She stated that the funding was to pay for the family support specialist who would be an employee of Legal Aid. She stated that the family support specialist would be placed in one or more clinics. She stated that there would also be funding available to support the medical clinic champions who provided coordination and case-conferencing, and would also provide funding for supervision of the family support specialist. Tom Lynch asked whether CSC was hiring employees. Ms. Palmer stated that CSC would

not hire employees, Legal Aid would be hiring. Mr. Lynch clarified that CSC would reimburse Legal Aid for the employee's salary, Ms. Palmer concurred. Mr. Lynch further clarified that CSC would reimburse Legal Aid for any legal services they provided, Ms. Palmer concurred.

Thomas Bean asked for examples in what kind of problems Legal Aid might be assisting with for the 0 to 6 months age group. Ms. Palmer stated that there were informational write-ups regarding the Boston Medical Center's model and they could make those available. She gave examples of accessing food stamps, and domestic violence. She stated that Project DULCE was a modification of the Healthy Steps program, but in Healthy Steps the family support specialist worked with the clients for up to three years, and there was not the medical-legal partnership such as in DULCE. She stated that CSC would be able to serve more families because with DULCE the families were being served for a limited period of time.

Tom Lynch asked what would happen at the present time if the project was not in place. Ms. Palmer stated that they knew that although pediatricians *should* be doing developmental screening, it may not always occur. She stated that pediatric practices often felt overwhelmed by so many presenting issues that were outside the scope of the medical practice. She stated that programs such as Healthy Steps and Help Me Grow were in place because one of the only places the families reached out to was the pediatrician. She stated that it was a great opportunity to perform outreach and provide other supports, if that was what the family needed.

Tanya Palmer stated that CSC was part of the EC-LINC (Early Childhood Learning and Innovation Network Collaborative) and an opportunity had arisen to take Project DULCE and implement it in 5 different communities, and use the results to continue to build the evidence of whether it was an effective program. She stated that knowing CSC's interest in increasing the reach and development of screening, and making connections with families, CSC was one of the communities that had raised its hand to be considered to develop Project DULCE.

Thomas Bean stated that Project DULCE would be a pilot program, Ms. Palmer concurred. Tom Lynch stated that the \$150,000 was just the beginning and asked what the cost would be on an annual basis. Ms. Palmer stated that they may work with more than one clinic site, but that the family support specialist would be split between clinics, so the maximum they would spend at the present time was \$150,000. Mr. Lynch asked what the time period would be on the pilot. Ms. Palmer stated that it would be for at least 2 years, up to 3 years. Lisa Williams-Taylor, Ph.D., stated that CSC would then undertake an evaluation process. Thomas Bean asked whether they had feedback from the pediatricians. Ms. Palmer stated that the pediatricians that already had it really appreciated it, and that there were challenges with logistics. She stated that they had had preliminary conversations with some clinics and it was something they would like to have.

Dr. Robinson asked what they were doing in the clinics with the older children; she stated that she understood the agenda item to mean that CSC would pay Legal Aid to hire a Family Support Specialist. Ms. Palmer stated that they would encourage Legal Aid to hire the Family Support Specialist in partnership with the clinic(s) where the position would be placed. She stated that the position would need to be able to work within the culture of the clinic. Dr. Robinson clarified that the employee would be hired by Legal Aid as opposed to meeting CSC's hiring standards/criteria. Ms. Palmer stated

that there would be a basic job description regarding the credentialing a Family Support Specialist needed to have, Bachelor's level, child development, etc. Dr. Robinson stated that it would be good to have someone there to help the families negotiate multiple systems, and it was the linkage to Legal Aid that bothered her. She stated that it would be likely that there would be occasions where links would be made to paralegals and attorneys to do work that a social worker could do. Ms. Palmer stated that it was not the intent. Lisa Williams-Taylor, Ph.D. stated that the Family Support Specialist was the only one who would be doing that type of work and only the legal matters would be referred to Legal Aid for navigation. Michelle Abarca stated that the legal issues were referred in order to protect the family support worker because they did not want the employee to be giving legal advice or broaching that territory.

Tom Weber stated that they were talking about a pilot program of \$150,000 per year, for two to three years would be a maximum of \$450,000. Tom Lynch asked if it would begin in October. Ms. Palmer stated that it included a planning and installation phase, and that the family support specialist was envisioned to be hired in April, 2016.

A motion by Goodman/Vana to approve Resolution #15-028 i) waiving the Council's procurement policies, and ii) authorizing the Chief Executive Officer to execute an agreement with the Legal Aid Society of Palm Beach County, Inc. for implementation of the Project Dulce model in an amount not to exceed \$150,000, effective October 1, 2015 through September 30, 2016, subject to the Council's annual budget and TRIM process was approved by a majority vote. Council member Robinson opposed the motion.

B. Business Agenda

1. Resolution #15-029 Authorizing Additional Funding to Prevention Partnerships for Children, Inc. for Strong Minds Tiered Reimbursement

A motion by Vana/Goodman to approve Resolution #15-029 authorizing the Chief Executive Officer to allocate \$20,000 to Prevention Partnerships for Children, Inc. for School-Based tiered reimbursement agreements effective January 1, 2015 through September 30, 2015 was approved by unanimous vote.

C. Investing for Results Update - N/A

D. System of Care Update – N/A

E. Evaluations – N/A

F. Presentations – N/A

4. Adjournment

The meeting was adjourned at 5:04 p.m.