

Substance Abuse Policy Advisory Board Minutes

September 1, 2015
10:00 A.M.

Harvey Government Center
1200 Truman Avenue, Key West, FL

Board members/designees present:

Holly Elomina, Court Administrator, Vice-Chair
Kris DiGiovanni, Chief of Police Department, City of Key Colony Beach
Tamara Snider, for Sheriff Rick Ramsay, Grants Management Division, Monroe County Sheriff's Department
Steve Torrence, Community Affairs Officer, for Chief Donie Lee, City of Key West Police Department
Catherine Vogel, State Attorney
Trish Docherty Gibson, Chief Assistant Monroe County Public Defender's Office
Sylvia Murphy, Commissioner, Board of County Commissioners
Maureen Kempa, Director, Guidance Care Center
Julie Gaither, Circuit Administrator, Probation and Parole
Pam Radloff, for Amy Heavilin, Finance Director for Clerk of the Circuit Court

Board members absent: Major Tommy Taylor, SAPAB Chair, Jail Administrator, Monroe County Detention Center.

Staff members present: Laura deLoach-Hartle, Monroe County Grants Administrator

Item 1: The meeting was opened by Vice-Chair, Holly Elomina, who called the meeting to order at approximately 10:05 A.M. H. Elomina noted that the SAPAB Chair, Tommy Taylor, could not be present for the meeting today, he requested that she Chair the meeting in his place. The Pledge to the flag was recited.

Item 2: Board members and staff members introduced themselves and disclosed any affiliations with applicants. M. Kempa disclosed that she is affiliated with the Guidance Care Center (GCC) and GCC had two applications being considered for the 2015-16 Byrne-JAG grant cycle funding (1) The Heron and (2) the Woman's Jail Program (JIP).

Item 3: Elections of Chairperson and Vice-Chairperson were held with Sylvia Murphy making a motion for Maureen Kempa to serve as Chairperson. H. Elomina seconded the motion and the motion passed unanimously. S. Torrence then made a motion for Holly Elomina to serve as Vice-Chairperson. Sylvia Murphy seconded the motion and the motion passed unanimously.

Item 4: Motion was made by S. Torrence and seconded by C. Vogel to accept August 21, 2014 minutes, with no changes, and the motion passed unanimously.

Item 5: Discussion then ensued regarding the Edward Byrne Memorial Justice Assistance Grant Program (JAG) and the Clerk's Drug Abuse Trust Fund.

H. Elomina provided an update of the 2015-16 funding availability. The Florida Department of Law Enforcement (FDLE) has allocated \$77,803 in Byrne/JAG Funds and up to \$108,000 from the Clerk's Drug Abuse Trust Fund. Historically, we allocated \$57,240 from the Clerk's Drug Abuse Trust Fund; in past years we have used these funds to supplement the Federal JAG funding.

Board discussion regarding FDLE's changes in processes:

1. L. deLoach-Hartle reminded the SAPAB members and grant applicants that last year there was a significant change with the Byrne/JAG funding objective. There is a renewed focus from the FDLE where applications requesting funding should contain a "criminal justice" component in the service that is being proposed. L. deLoach-Hartle explained that a program recommended for funding by the SAPAB last year was rejected by FDLE. After several laborious attempts to rework the program/service proposed in the application; the applicant eventually elected not to pursue the funding. L. deLoach-Hartle stated that the renewed scrutiny from the FDLE is due to audits of the state from the Department of Justice (DOJ). It is recommended the SAPAB, while considering the applications for funding, to keep in mind the new FDLE requirement of a "criminal justice" component in the program/service.

Substance Abuse Policy Advisory Board Minutes

September 1, 2015
10:00 A.M.

Harvey Government Center
1200 Truman Avenue, Key West, FL

- a. L. deLoach-Hartle also noted that as a result of the applicant not electing not to pursue funding the proposed award was re-allocated to the programs, not fully funded, awarded by FDLE. This process required a grant adjustment and new 51% letters from the municipalities in Monroe County.
2. Additionally, L. deLoach-Hartle stated that FDLE is revising their “performance measures” and the federal “purpose areas”; however, these changes are still in the works. L. deLoach-Hartle will notify the awardees of the changes just as soon as she is notified by FDLE.
3. FDLE is also requiring the applicant’s budgets to be reported using a “unit cost” methodology.

S. Murphy asked L. deLoach-Hartle of her opinion of the five applications currently up for review by the SAPAB board as to whether or not they meet the new FDLE guidelines. L. deLoach-Hartle stated that it was her opinion that all but the “Smart Moves” program proposed by the Boys and Girls Club met the FDLE “criminal justice” component in the program/service being proposed. C. Vogel, requested clarification of the fact that there are other funds available from the Clerk’s Drug Abuse Trust Fund that may be available for the “Smart Moves” program being proposed by the Boys and Girls Club. L. DeLoach-Hartle stated that a review of the history of Clerk’s Drug Abuse Trust Fund (CDATF) indicated that funds are generated from fines collected as a result of drug offenses \$17,000 was collected FY11; \$27,000 collected in FY12; \$31,000 collected in FY13 and \$36,000 was collected FY14. The funds in the CDATF are earmarked to be used for drug abuse treatment, education and prevention. H. Elomina noted that she thought that the Clerk’s Drug Abuse Trust Fund was under the discretionary fines and fees that the judges can assess.

Item 6: Vice-Chair, H. Elomina, then called on each applicant to make a presentation and answer questions posed by the Board.

- Guidance Care Center (Funding Request = \$37,331) – Women’s Jail Incarceration Drug Abuse Treatment Program (JIP). Lisa Maynard, Director of the JIP Program and Ashley Wahlmeier, Lead Counselor, presented an overview of the six month program for women who have substance abuse issues. New opportunity coming up for target JIP inmates to take college classes while incarcerated and possibly leave the jail with a hospitality or marine certification and to be linked with a job when they are released from jail. A. Wahlmeier presented positive outcomes from the JIP program. The Women’s JIP program is currently operating at capacity. The funding request is the same as last year.
- Florida Keys Outreach Coalition-Supportive Housing (Funding Request = \$8,845) - Substance Abuse Education and Relapse Prevention. Stephanie Kaple, COO, provided a summary of the success and growth FKOC experienced in the last year including successful the addition of the Peacock Living Program, a 93% graduation rate into permanent housing, exceeded our goals of persons served by the program and reduced costs by 43%. Last year the goal of FKOC was to serve 175 people and we served 236; we exceeded our goal. The funding request is the same as last year.
- Boys and Girls Clubs of the Keys Area-Key West SMART MOVES Prevention Program (Funding Request = \$10,000) - Dan Dombroski, Executive Director and Susan Kent, Director of SMART Moves program, provided an update of their ongoing drug prevention and education program and activities specific to the SMART MOVES program. The funding request is less than last year our goal is to wean ourselves off this grant program by finding other funding sources for the Smart Moves program.
- Guidance Care Center (Funding Request = \$45,515) – the Heron-Assisted Living Prevents Recidivism in Dually-Diagnosed Adults. Lisa Marciniak, Site Director for Marathon Facility updated the Board on the programs offered at the Guidance/Care Center. She addressed the supported housing services they provide to the mentally ill and those with a history of substance abuse and incarceration. L. Marciniak reported that the increase in the requested funding is closer to the funds needed for the program. L. deLoach-Hartle spoke of the requests from FDLE with regard to this grant application.

Substance Abuse Policy Advisory Board Minutes

September 1, 2015
10:00 A.M.

Harvey Government Center
1200 Truman Avenue, Key West, FL

- Samuels House-Mary Spottswood Women's Center-Court Mandated, Criminal/Substance Abuse Clients, Case Management, Drug Testing (Funding Request = \$37,086) – Elmira Leto had an emergency requiring her to be out of town and she was unable to attend the meeting. Colleen Rothberg, a certified law enforcement officer, is the case manager for this program and presented the program that works with women that are court mandated and court appointed women released from jail. The program provides a drug and alcohol free environment that helps them to acclimate themselves back into the community. This program provides structure and opportunity to learn job and life skills.

The Board discussed selecting the programs that would best fit the stringent program guidelines set forth by FDLE while taking into account the intent to select programs that would take the most advantage of the federal Byrne/JAG funds appropriated for Monroe County.

S. Murphy stated that each program has very good reasons for asking for those amounts she suggested that we use the \$77,803 from Byrne/Jag and take the rest out of the Clerk's Trust Fund. It was agreed upon by all the Board Members that all the programs are valuable and worthy of funding. Many options for assignment of program to funding source were discussed. L. deLoach-Hartle noted that the JIP program was very well received by FDLE in the past year, whereas the Heron program experienced several requests for grant adjustments such as budget and federal purpose area.

C. Vogel made a motion to fully fund the amounts requested from each applicant with the source of funding assigned as follows:

The SAPAB's final recommendation for assignment of the federal Byrne/JAG funds:

APPLICANT	BYRNE/JAG
Guidance Care Ctr./Heron	\$40,472
Guidance Care Ctr./JIP	\$37,331
Total FDLE Byrne/JAG Recommended for Funding	\$77,803

The SAPAB's final recommendation for assignment of funding from the Clerk's Drug Abuse Trust Fund:

APPLICANT	DATF
Boys and Girls Clubs	\$10,000
FKOC	\$8,845
Samuel's House	\$37,086
Guidance Care Ctr./Heron	\$2,043
Total Drug Abuse Trust Funds Recommended for Funding	\$57,974

S. Murphy seconded the motion, eight in favor, none opposed and one (M. Kempa) abstained. Motion passed.

Item 7: S. Torrence made a motion that excess or shortage of funds due to any changes made by the County Commission, FDLE, or applicant, after SAPAB approval of recommendations for the (County) fiscal year 2015-16, may be proportionately distributed to the entities who were not fully funded and should there be any unused Drug Abuse Trust Funds they should be returned to the fund. S. Murphy seconded the motion and the motion passed unanimously.

Item 8: S. Torrence noted that Tommy Taylor is retiring and we thank him for all his years of service to this community. There was no additional other business.

Item 9: There being no further business, motion to adjourn the meeting was made by S. Torrence, seconded by C. Vogel, motion passed unanimously and the meeting was adjourned.