

**Substance Abuse Policy Advisory Board  
Minutes  
(Draft)**

**May 31, 2012  
1:00 P.M.**

**Harvey Govt. Center, 1200 Truman Ave.  
Key West, FL**

Board members/designees present:

Rosemary Enright, Public Defender, Vice-Chair  
Sylvia Murphy, County Commissioner  
Manny Madruga for Dennis Ward, State Attorney's Office  
Steve Torrence, for Chief Donnie Lee, Key West Police Department  
Chief Kris DiGiovanni, City of Key Colony Beach  
Chief Tommy Taylor, Jail Administrator, Monroe County Detention Center  
A.B. Maloy, Directors of the Community Mental Health Centers  
Capt. Maximo Perez, Salvation Army Correctional Services  
Jane Isherwood, Director, Pre-trial Services  
Holly Elomina, Court Administrator  
Bob Audette for Patricia Burns, Florida Dept. of Corrections

Staff members present:

Lisa Tennyson, Monroe County Grants Administrator  
Michelle Grillo, Monroe County Grants Analyst

The Vice Chair, Rosemary Enright, noted the existence of a quorum, and the meeting was called to order at approximately 1:05 P.M. RaiEtte Avel, Chair, was absent.

Board members introduced themselves and disclosed any affiliations with applicants. Manny Madruga noted his affiliation with Boys and Girls Club; Rosemary Enright noted her affiliation with Southernmost Homeless Assistance League (SHAL); Chief Tommy Taylor noted his affiliation with SHAL; A.B. Maloy noted her affiliation with Guidance Care Center; Jane Isherwood noted her affiliation with Drug Court; Holly Elomina noted her affiliation with Drug Court.

Board members held nominations for Chair and Vice-Chair. Chief Taylor was nominated as Chair; the motion to approve the nomination was unanimous. Rosemary Enright was nominated as Vice-Chair; the motion to approve the nomination was unanimous.

A motion to approve the minutes, of the July 14, 2011 passed unanimously.

Lisa Tennyson informed the board that the County will receive \$82,496 in Byrne JAG funds. She noted that 8 applications for this funding were received and that the requests exceed available funds.

Lisa Tennyson then summarized the status of the Clerk's Drug Abuse Trust Fund (DATF) money. She noted that last year the DATF was utilized this funding to supplement the Byrne JAG funding in the amount of about \$20,000. She informed the Board that the fund earned approximately \$10,000 this year and that, in total, there is approximately \$118,000 in the fund. Lisa informed the Board that they needed to decide whether and how much of the DATF to use to supplement Byrne JAG this year.

A motion was made and seconded to use \$28,000 from the DATF. This leaves \$90,000 in the DATF. The motion passed unanimously.

Lisa Tennyson suggested that the pot of money to be distributed be an even amount. A motion is then made and seconded to take \$28,504 from the DATF, leaving \$111,000 to be distributed. The motion passed unanimously.

Rosemary Enright took a moment before presentations to explain that Byrne JAG funding is generally used as seed money and the Board is looking for innovative ideas.

Lisa Tennyson explained that starting in FY12 (last year), there was a rule that a particular program cannot be funded for more than 3 years. Some of the organizations are in their second year. This applies to a particular program, not the organization that is applying for funding.

Applicants for the Byrne JAG and DATF funding then made presentations and answered questions from the Board:

- Jane Isherwood, Drug Court: noted success of Drug Testing Lab program and that any funding received would continue to process to make the program self-sufficient. This program is in its second year.

Steve Torrence asked how the program is meeting these new requirements to be innovative. Holly Elomina replied that the requested funds are for a new piece to the program: a lab manager. Rosemary Enright asked what the cost for analysis was and Jane Isherwood replied with amounts for many different types of screening. Rosemary Enright also questioned what other agencies this program provided services to and Jane Isherwood listed many organizations: DJJ, Sheriff, A Positive Step, DCF, Wesley House, Teen Court, Samuel's House, and also the State Attorney's Office for hiring purposes.

- Elmira Leto, Samuel's House: discussed court orders of women to her facility and how they are a high-need population, thus her request for case management and drug testing funds. This program is in its second year.

Steve Torrence wanted to know what the \$20,000 requested would be used for and Elmira Leto responded that \$12,000 would be used for case management and originally \$4,000 would be used for client fees but due to the amount of work that the case manager has to do, she would like to move that \$4,000 in her budget to the case manager, totaling \$16,000 for case management. The last \$4,000 is for random drug testing.

Jane Isherwood wanted to know how Samuel's House was paying for the case manager now and Elmira Leto responded that they have a clinical social worker that is now a case manager, two full time case managers and two part time case managers. She picked one of those to bill directly to Byrne funding. Jane Isherwood questioned what last year's Byrne money paid for and Elmira Leto responded with client fees, case management, and drug testing. Rosemary Enright wanted to know why Samuel's House couldn't take more advantage of the Drug Court resources for drug testing and Elmira Leto responded that they normally drug test during the weekend timeframe when no services are available.

- Gina Pecora, Florida Keys Outreach Coalition (FKOC): spoke of need to fund increasingly important drug testing supplies and explained that last year she spent \$7,500 on drug testing and that is why there is an increase this year. This program is in its second year.

Rosemary Enright inquired why FKOC didn't send people to the Drug Court for testing. Gina Pecora responded that she would love to. Commissioner Murphy questioned if people who worked while at FKOC could pay the cost of the drug test and Gina Pecora explained that there is a three tier system in place based on how long clients have been at FKOC, with

increasing amounts in fees and that those fees do cover the costs of the drug tests. FKOC needs funds to drug test the clients in the first six months and only for those clients with a criminal history background. Rosemary Enright wanted to know if FKOC had permanent housing and Gina Pecora stated that clients eventually transferred out since it is a two-year program.

- Rick Casey, Heron Peacock Supportive Living: discussed his program's unique population who have substance abuse/mental health/history of incarceration issues and that his program is cost effective when considering the alternatives. This program is in its second year.

Rosemary Enright questioned how Heron Peacock got referrals and Rick Casey explained that his clients come from jail, the KOTS program, and referrals from other agencies.

- Nadine Hood, Guidance Care Center (GCC): discussed the need for continued funding for their program. This program is in its second year.

Steve Torrence questioned what GCC asked for last year and Nadine responded that she requested the same amount of \$45,000 to pay for a counselor, workbooks and drug testing. She explained that the program received \$30,000 last year and it is the same program and the numbers are the same, with 26 clients currently in the program and 16 completed so far. Rosemary Enright wanted to know if they were applying for the Jail In-House program (JIP) and Nadine Hood responded with a confirmation that it was, but just the female population.

- Dan Dombrowski, Boys and Girls Club: explained school issues from two years ago, why they rolled over funding and did not apply last year; also funding is to extend the services to additional morning hours and community service projects. This program is in its first year.

Jane Isherwood stated that evidence-based treatment was to work with parents as well as the kids and questioned if they were doing that. Dan Dombrowski explained that it was hard as a program for kids whose parents' work to really involve the parents in more than special events and some community service projects. If Boys and Girls Club gets the funding, they can expand hours and potentially reach more parents that way.

- Wendy Coles and Steve Clark, SHAL Mobile Outreach program: discussed changing their proposed budget from funding identification of homeless to funding case management for this pilot program; explained connection to helping repeat offenders who are homeless as soon as they get out of incarceration and before they hit the streets. This program is in its first year.

Chief Taylor inquired about the area of services and Wendy Coles explained that because they have not received enough funding, they will not be expanding to Big Pine as intended, however, there is a lot of interest in Big Pine.

Jane Isherwood wanted to know how the budget will be used for case management since it was not in the application. Lisa Tennyson explained that she recommended to SHAL that they request funds for a different component of their program since the particular expense requested was not eligible for FDLE funding. Jane Isherwood wanted to know the cost of a case manager and Wendy Coles explained that her two case managers make \$72,000 and \$6,000 was a portion of one of their salaries.

Lisa Tennyson questioned what the \$6,000 will gain the program if they cannot find other sources of funding. Wendy Coles explained that their budget is \$108,000 and they were

going after another \$52,000 from HUD which requires a match. SHAL needs local support to fund the match and they were going to ask the City of Key West and Klaus Murphy Foundation. Lisa Tennyson further inquired that if they do not get that funding, how they will use the \$6,000 requested in Byrne funds. Wendy Coles stated that SHAL would use the funds to supplement another part of the program.

A.B. Maloy inquired about the ESG grant and how it would come to SHAL and Wendy Coles explained that it would come as pass-through dollars, but there have not been any other Coalition entities asking for the funding, and it has been announced yet.

Rosemary Enright wanted clarification that SHAL would be providing direct services with the requested Byrne money and Wendy Coles confirmed that they would be providing direct services. Chief Taylor explained that they are services that no one else is providing from a mobile standpoint. Rosemary Enright questioned if SHAL was receiving other money from Monroe County and Wendy Coles stated that SHAL got \$3,000 last year from HSAB, \$2,300 last year from the Sheriff's Shared Assesd Forfeiture Fund. Rosemary Enright wanted to know what the City of Key West gives to SHAL and Wendy Coles responded that they get \$3,000 per month for the mobile program and \$400,000 for KOTS.

- Sunny Booker, Be The Change/Monroe Youth Challenge Program (MYCP): discussed that Byrne has always funded these parenting programs and playgroups. This program is in its second year.

Jane Isherwood wanted to know how much the parenting programs cost and Sunny Booker responded that for one 11-week course for 26 parents, it was \$2,650. The classes are offered 4 times a year with playgroup leaders working 2 hours a week plus preparation and materials. Sunny Booker further explained that they were attempting to complete 8 playgroups this coming year with the requested funding, but that it is just one component of the funding they are requesting.

Rosemary Enright wanted to know if MYCP completed 8 playgroups this year and Sunny Booker replied that they have done 5 this year because Key West is the hardest area right now to bring local parents into the classes. Rosemary Enright wanted to know how MYCP got referrals and Sunny Booker explained that they get referrals through the school, through other parents, Wesley House and some church groups.

A.B. Maloy inquired how MYCP was able to coordinate with other school programs so that there is no duplication. Sunny Booker explained that MYCP works with school staff and groups such as the School Health Advisory Council to share information. When the schools want to teach a certain program, MYCP ensures that they are teaching something different.

Presentation portion ended.

Lisa Tennyson had some reminders for the group: the Board recommendations go to the BOCC on June 20<sup>th</sup>; the applications are submitted to FDLE through an online system; adjustments to their current applications need to be in as soon as possible and before the end of June at the very latest; FDLE did auditing through on-site monitoring last month and all the organizations passed with flying colors; FDLE has new performance measures and they might be retro activated; budgets have to unit cost format so they will work one-on-one on those and be responsive to County staff requests for information; expenditure and performance reports have to be timely; it is important to read and thoroughly understand your contracts, especially when reporting; Chief DiGiovanni and Steve Torrence should be aware that the 51% letters required by FDLE are coming.

Deliberations of funding amounts began.

Rosemary Enright stated that historically the organizations ask for more money every year and subsequently get more money every year. This is not fair, especially in this climate where the Byrne JAG funding is smaller and there are more applicants. The organizations need to consider this and be aware of how much everyone is asking because this makes for a difficult decision.

Chief Taylor commented that the organizations should be working for sustainability after the money runs out. It is important in future applications to give the Board insight into how they are going to do that. The organizations need to project their future beyond the Byrne JAG grant funding.

Rosemary Enright proposed funding the two organizations that asked for the smallest amounts and to split the rest of the money between the organizations evenly. Commissioner Murphy disagreed and wanted the process to be fairer. Jane Isherwood commented that the process should prioritize the programs, which save the most money and what is going to help the most. Jane Isherwood suggested MYCP as a program for kids has more impact and the County will get more for their dollar.

A.B. Maloy stated that some programs are harder to sustain because don't have funding through client fees. For example, in the JIP program, there is no way to raise client fees and no other sources of funding. This issue makes sustainability harder for some programs. Chief Taylor commented that it was true but the Board is looking at the full gamut from prevention for kids to more reactive programs and they all do good work. Chief Taylor wants to help everyone here.

Holly Elomina proposed that Drug Court reduce its request to \$13,536, which is a quarter of the salaries portion of their budget. Holly Elomina then proposed \$13,536 for Drug Court, \$6,000 for SHAL, and \$7,493 for FKOC equaling \$27,029, comes out of the DATF. The amount is just under the \$28,504 amount the Board committed to taking out of the DATF earlier. The rest of the organizations can split the the Byrne JAG money, \$82,496, getting \$16,499.20 each.

Commissioner Murphy motioned to amend the total to be taken out of the DATF to \$27,029. The motion passed unanimously.

Rosemary Enright proposed to take the \$82,496 of Byrne funding and sharing it evenly between the remaining 5 organizations: \$16,499.20 to Samuel's House, \$16,499.20 to Be The Change/MYCP, \$16,499.20 to Heron Peacock, \$16,499.20 to GCC; \$16,499.20 to Boys and Girls Club. Steve Torrence made the motion and Commissioner Murphy seconded. All others agreed except Jane Isherwood opposed, preferring that allocations be based on program priority.

Steve Torrence then motions to permit staff to equally distribute any excess or reduction of funds that might result from BOCC or FDLE actions after today's meeting. The motion passes unanimously.

Steve Torrence commented that next year the applicants should read the Byrne JAG grant information and understand what the funding is for, because the Sheriff's Office could ask for the funding as well.

Commissioner Murphy wanted everyone to keep the three year rule in mind as well.

Lisa Tennyson reminded the organizations to redo their budgets as soon as possible.

There being no further business, Rosemary Enright motions to adjourn meeting. Motion passed.

Meeting ended at 2:23pm.