

**Monroe County Criminal Justice, Mental Health, and
Substance Abuse (CJMHS) Planning Council**

Meeting Minutes - August 1, 2017

Harvey Government Center
1200 Truman Avenue, Key West, FL

BOCC Meeting Room - 9:00 A.M.

CJMHS Planning Council members/designees present:

Jane Muir-Isherwood, Planning Council Chair, Local Substance Abuse Treatment
Holly Elomina, Planning Council Vice-Chair, Court Administrator
Robert Lockwood, Public Defender, 16th Circuit Court
Brylan Jacobs, State Probation Circuit Administrator
Sylvia Murphy, Commissioner, Board of County Commissioners
Keena Allen, Designee for Sheriff Rick Ramsay, Monroe County Sheriff's Department
Steve Torrence, Designee for Chief Donie Lee, City of Key West Police Department
Elicia Pintabona, Area Homeless/Supportive Housing Program Representative
Tim Age, Chief Correctional Officer
Vincent Vurro, DJJ, Director of Detention Facility
Elaine Thompson, DJJ, Chief Probation Officer
Joseph Laino, SFBHN, Substance Abuse and Mental Health Program Office Representative
Wayne Lewis, Primary Consumer of Mental Health Services
Maureen Dunleavy, Director of Community Health Agency
Elmira Leto, Primary Consumer of Community Based Treatment Family Member

Planning Council Members Absent: Dennis W. Ward, State Attorney; Hon. Peary Fowler, County Court Judge; Hon. Luis Garcia, Circuit Court Judge; Adele Faris, County Director of Probation; Shana Brady Primary Consumer of Substance Abuse Services

Staff members present: Christine M. Limbert-Barrows, Assistant County Attorney; Laura deLoach-Hartle, Finance and Shared Services Manager; and Janet Gunderson Herbener, Sr. Grants & Finance Analyst.

The CJMHS meeting was called to order at approximately 9:09 a.m. by Planning Council Chair, Jane Muir-Isherwood. J. Muir-Isherwood led the Pledge of Allegiance and conducted roll call of Planning Council members.

Item A: E. Leto moved to approve the agenda, seconded by S. Torrence; hearing no discussion or objection the motion passed.

Item B: Introductions and job titles of the Planning Council members were covered during roll call.

Item C: S. Torrence moved to approve the May 2, 2017 minutes, S. Murphy seconded; hearing no discussion or objection the motion passed.

Item D: Review of LHZ53 DCF Grant Quarterly Reports

1. Carol Dochow, Program Coordinator for Guidance Care Center, provided a hand-out describing the framework for the program, the community outreach and examples of case activities since the enrollment of participants in the program. Ms. Dochow presented an overview of the activities since May 2, 2017.

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2. Appendix B – Reinvestment Grant Performance Measure Data. Nineteen (19) clients are enrolled in the program. Judge Jones, Chief Judge, has agreed to make the program a condition of probation. Ms. Dochow has established a tracking mechanism to enable the monthly reporting of the performance measures. M. Dunleavy described the importance of the performance measures that serve as the goals for the program and are reported to the Department of Children and Families each quarter. After the 2nd quarter the program is meeting all (100%) goals.
3. Quarterly Finance Report. M. Dunleavy reported that there are financial consequences when quarterly performance measures are not met.

M. Dunleavy stated the grant also affords an annual training, from Martha Lenderman, M.S.W., for law enforcement on Baker Act & Marchman Act and legislative updates. A tentative time frame for the training is being considered for the last quarter of this year. Ideas for maximizing participation of law enforcement were discussed.

Item E: Update on Activities – Carol Dochow.

1. Eleventh Judicial Circuit Criminal Mental Health Project. Ms. Dochow provided an overview of the Eleventh Judicial Circuit Criminal Mental Health Project.
2. TA Workshop: Development of Permanent Supportive Housing. Ms. Dochow provided an overview of the TA workshop. The Planning Council discussed the unique housing challenges facing Monroe County.

Joe Laino announced a community needs assessment meeting will be taking place, in this room, immediately following the Planning Council meeting.

Item F: The next meeting is scheduled for 9:00 AM Wednesday, November 1, 2017.

Item G: Other Business. Jane Muir-Isherwood, Planning Council Chair, is retiring in November; everyone thanked Jane for her service to the Planning Council.

Item H: Public Comment. Patrice Schwermer, Catholic Charities with Monroe Ministries, stated she attended the TA Workshop and commented on the amount of good information provided on, “Housing First: Pathways Model”.

S. Torrence moved to adjourn the meeting, seconded by E. Leto. There being no further business, the meeting was adjourned by J. Muir-Isherwood at 10:29 a.m.

Video recording of 8/1/17 Monroe County CJMHS Planning Council meeting is available for viewing on line:
<http://view.liveindexer.com/ViewIndexSessionSLMQ.aspx?ecm=636379494787500000&indexSessionSKU=ZvobuTmbgcbLyobJzj50/g%3D%3D&siteSKU=qo09+8C6gRWyzz1siMncQ%3D%3D>