

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC WORKSHOP  
FRANKLIN COUNTY COURTHOUSE ANNEX  
MARCH 1, 2016  
1:30 P.M.  
MINUTES**

**Commissioners Present: William Massey – Chairman, Joseph Parrish – Vice Chairman, Noah Lockley, Cheryl Sanders, Rick Watson**

**Others Present: Alan Pierce – Director of Administrative Services, Michael Morón – County Coordinator, Michael Shuler – County Attorney, Marcia M. Johnson-Clerk of Court, Lori P. Hines-Deputy Clerk to the Board.**

**Workshop – Senior Citizens Services and Funding**

Chairman Massey called the workshop to Order.

Mr. Moron said this is a workshop not to improve the quantity but the quality of services provided to senior citizens in the county. Ms. Lisa Bretz, Executive Director of the Area Agency on the Aging for North Florida, reported her agency is 1 of 11 agencies in the State of Florida. She explained they are not a direct service provider but do have subcontractors in each of the 14 counties. She reported Franklin County has not had a local based provider for several years. She stated since they discontinued service with the Franklin County Senior Citizens there have been multiple service providers from outside of Franklin County. She stated the County has had Elder Care Services out of Leon County, Gulf County Senior Citizens Council, Wakulla County Senior Citizens Council and a combination of Wakulla and Gulf. She explained when they no longer had a contract with the Franklin County Senior Citizens Council; a lady on the Board of Directors at their Agency worked with the Garden Club to obtain the old Garden Club Building. She stated this building was gifted to them and they have maintained the building and this is where the services are provided. She said Franklin County needs community support and one way is to have a local based provider. Ms. Bretz explained they have been very lucky in this emergency situation to have the Liberty County Senior Citizens Association serve as the lead agency. She reported they have maintained the local staff that was employed here in Franklin County including 6 direct care workers, an Older Americans Act program coordinator and a case manager. She thanked the Board for the matching funds they provide for these programs. She said they provide more than meals on wheels and they are most concerned about the home based community care component. Ms. Bretz reported they cannot have any gaps in services according to their contract with the Department of Elder Affairs. Ms. Bretz informed the Board it is her agency's responsibility to insure there is a provider in the County. She presented an overview of the programs and services provided by the Older Americans Act,

Community Care for the Elderly, Home Care for the Elderly and Alzheimer's disease Initiative. She discussed their nutrition program, meals on wheels and congregate meal programs. Ms. Bretz reported supportive services are also provided to help promote independence. She said these programs can help with transportation to bring the senior citizens around the community. Ms. Bretz said legal aid is provided through Legal Services of North Florida. She explained access to these programs occurs through the Aging and Disability Resource Center. She reported any individual 60 years of age or older interested in services and how to access the system can contact them through the telephone at 1-800-963-5337. She explained individuals are screened through this system and placed on a waiting list if they are available for services or provided information about other referral services in the community that best meet their needs. Ms. Bretz reported they also have contracts for health promotions and wellness. She discussed the 6 week Walk with Ease program. She stated her Agency is also responsible for providing elder abuse prevention and information regarding neglect, abuse and exploitation. She explained under the Older Americans Act, services are targeted to individuals 60 years of age and older. Ms. Bretz reported they are also required to seek out individuals who are low income, minority, rural and English or low literacy challenged. She reported there is no means testing or income requirements for these programs and there are no costs for services but donations are encouraged and help sustain the program. Ms. Bretz discussed volunteer recruitment. She explained Part B of the Older Americans Act provides the access and supplemental services. She explained Outreach is another method used to identify individuals who need access to their services and is a one on one interaction. She reported there are a variety of supplemental services available but primarily, due to funding, in Franklin County they are providing screening and assessment, tour services, and transportation due to funding. She stated Legal Services of North Florida is their only eligible provider for legal services so they do not bid out this program. Ms. Bretz said they serve 12 of the 14 counties and also have no means testing. Ms. Bretz brought into discussion their nutrition program through Title 3C of the Older Americans Act. She explained C1 is meals provided at the Garden Club Building in Carrabelle which is a congregate meal site that is coordinated by Ms. Gail Mathes. She said activities and education is provided in addition to the meal. Ms. Bretz reported there is also a home based program through C2 which is meals on wheels. She said the meals are delivered to the home but unfortunately are not delivered warm due to the size of the county. She explained they need a sustainable volunteer group to deliver these meals. Ms. Bretz said the meals are delivered to the Garden Club site in Carrabelle and the Holy Family site in Apalachicola as they have provided room in their freezers. She reported individuals package the meals and then deliver them to the homes. She reported all four routes are filled with volunteers. She said they promote the independence of elders through the Community Care for the Elderly Program and this is the component they are trying to work with the County on at this time. She explained there is not a lead agency based in Franklin County at this time so Liberty County is providing this service. She said the funds are staying local as this is a state funded program. She reported they competitively bid out these services every 6 years and completed the process last summer. She said the only agency that responded with a letter of intent was Wakulla County Senior Citizens Council and now they have terminated the contract for coordinating services. Ms. Bretz stated this is why Liberty County was contacted and is

serving the county. She reported the individuals served by this program must be 60 years of age or older and must be functionally impaired meaning they need assistance conducting activities of daily living. She stated there is no income requirement but monthly co-pay would be assessed based on their monthly income. Ms. Bretz reported this program provides home and community based services of personal care, homemaking, meals for individuals not served by the Older Americans Act, supplies and equipment, and respite care for caregivers. She stated the Alzheimer's Disease Initiative is another state funded program to address the needs of unpaid caregivers. She said the services provided are respite care in home, facility based respite care, supplies and equipment and support groups facilitated by volunteers. She said, to her knowledge, there is no support group in Franklin County. She said this program can provide counseling to caregivers and they are eligible when the individual is diagnosed. She said the only requirement for caregivers is that they are 18 years of age or older. She reported there must be a primary caregiver that they are providing respite care to. She stated Home Care for the Elderly is the third state funded program they manage and it provides a monthly stipend of approximately \$106. She said this is to assist with paying for supplies the individual may need, an electric bill, or whatever is needed in the household to maintain the individual in the home. She explained to be eligible for this program the individual being cared for must be 60 years or older and must exhibit a functional impairment that requires supervision. She stated caregivers must be 18 years of age or older and capable of providing a family type living arrangement. Ms. Bretz reported they must be able to accept responsibility for the needs of the client and be available 24 hours a day. She went on to say it requires a Level 2 background screening unless it is a family member. She stated there are financial eligibility requirements that meet the Medicaid guidelines. Commissioner Lockley asked if there is a transportation program. Ms. Bretz said they can help fund transportation but do not provide transportation. She explained the only transportation they can provide based on Florida Transportation guidelines is assistance to the Senior Citizens Center. She reported they must have an agreement with the Coordinated Transportation provider to be able to provide any funding for transportation. Mr. Jerry Shannon, a resident of Apalachicola, asked if this transportation goes beyond Carrabelle. Ms. Bretz reported the entire County is eligible but she does not have money to serve the entire County. Mr. Shannon stated he is not aware of this service in Apalachicola. Ms. Bretz commented there may not be a provider. Commissioner Sanders questioned who needs to be funded and who does not and who provides services and who does not provide services. Ms. Bretz said she does not think one provider in Franklin County will meet the criteria in the Request for Proposals (RFP). Commissioner Sanders questioned what the plan of action is for Franklin County. Ms. Bretz reported a local provider needs to be solicited through the RFP. Commissioner Sanders asked how the Board can help her achieve this goal. Ms. Bretz stated the Board can help her identify who she needs to be talking to. Commissioner Sanders said her understanding is there is \$181,045 for Franklin County in funding and 63 people active in programs. She reported there are no individuals being served by the Alzheimer's Disease Initiative and asked how much is available in funding for the County. Ms. Bretz answered \$10,701. Commissioner Sanders said there are people in the County in need of these services. She questioned what the Board can do to bring the services to the needy. She inquired how many seniors there are in Franklin County. Ms. Ann Kincaid, Liberty County, said they are trying

to get someone to start the Alzheimer's Disease Initiative. Commissioner Sanders stated they are funding 3 organizations that are doing the same thing and if all the money was put together then they could accomplish a lot of things and help people. Ms. Bretz reported there are 3,093 seniors, 60 years or older, in the County which represents 26% of the population.

Commissioner Sanders stated there are only 63 clients in the programs and the County should be ashamed for not taking care of our senior citizens. Commissioner Parrish agreed and said it all goes back to not having a lead agency. Ms. Bretz reported the Board needs someone in this position who understands the community. Commissioner Sanders said the Franklin County Senior Citizens Council provided services from Apalachicola to Alligator Point and the County needs to get back to this. Commissioner Parrish stated they are trying to find a solution and this is the point of the workshop as there are pots of money not being utilized and citizens needing services that they are not receiving. He discussed the list of programs available and said most of these services hinge on volunteers so you don't spend the money available to get the services out to the people. Commissioner Parrish stated there are some other programs at the County level that can address some of these issues so all the money does not need to be used up for these programs. He explained if there was a lead agency then they could access these County programs and the programs for the seniors. Commissioner Parrish expressed concern that the senior citizens do not know what services are available. Commissioner Parrish explained Alzheimer's disease takes a toll on the caregiver and at times the caregiver will go first. He said they need to provide better services within the funding by establishing a lead agency to subcontract for services. Chairman Massey asked about the \$20,000 in home care. Ms. Bretz said 3 individuals are being served with this program. Commissioner Lockley asked who the lead agency is now. Ms. Bretz answered Liberty County Senior Citizens Association but local community people also employed. Ms. Kincaid said no one from Liberty County is providing services here, only people who live here. Commissioner Lockley asked who is receiving the 3 amounts the County is providing. Ms. Bretz stated the Liberty County Senior Citizens is receiving the \$16,000 from the County. Commissioner Lockley asked about the other \$30,000. Ms. Bretz said she is not involved with the other line items. Mr. Moron explained the Senior Citizens Center in Carrabelle is receiving money and the City of Apalachicola. Commissioner Lockley asked if there are duplicate services. Commissioner Sanders reported when Ms. Bretz appeared previously before the Board, she said there are 3 agencies they fund but it may be better to have 1 agency. Commissioner Lockley said he wants to know who is receiving the funding and what services they are providing. Ms. Bretz stated she would like to know too. Mr. Moron reported there are representatives from the Carrabelle Senior Center and the Apalachicola Senior Center here to speak at the meeting. Commissioner Sanders asked if these are the three agencies that have been identified. Mr. Moron answered yes, based on the budget. Chairman Massey asked if the Apalachicola Senior Citizen Center is closed. Mr. Moron said yes it is closed. Mr. Moron asked if hot meals can ever be served again by meals on wheels. Ms. Bretz explained they do not have the volunteers to set up the route system so with the exception of one or two, all the meals are being delivered frozen on a weekly basis. Mr. Moron reported based on the calls he has received the frozen meals are not good. Ms. Bretz explained when Weems Memorial Hospital has clients that are discharged; they have no

confidence that they can make a referral to someone who can transition that individual from the Hospital back into the community. She explained there are gaps in services because of the lack of personnel and volunteers are the only way to make up the personnel. Mr. Moron questioned if there are sufficient volunteers and a nutritionist, can hot meals be served again in the County. Ms. Bretz answered yes. Ms. Kincaid said the same meals being delivered frozen are the same meals they deliver cooked. Ms. Bretz stated from her Agency's position this is not enough. She reported this is not what is being done in Liberty County as she has volunteers. Mr. Moron asked if meals are being cooked at the Senior Citizens Center. Commissioner Sanders reported the meals were cooked at one time. Mr. Moron asked if the County can ever go back to cooking the meals there. Ms. Bretz answered yes. Mr. Bob Davis, a resident of St. George Island, said he has been delivering meals for 10 years and they were delivered hot until about 6 months ago when they starting being delivered frozen once a week. He reported some individuals have no day to day contact with anyone and the contact with the senior is as important as the meal. He said the contact is not daily now because the meals are only being delivered once a week. Commissioner Parrish questioned if they are delivering multiple meals one day a week. Mr. Davis answered a whole week's worth of meals are delivered once a week. Commissioner Parrish stated it is probably because of a lack of volunteers. Mr. Davis said they had volunteers before so he is not sure why they could not have them now. Commissioner Parrish reported the volunteers are very much needed and appreciated and sometimes they may not feel like they are but they are essential to delivering these services to the seniors of this county. Chairman Massey said Ms. Gail Mathes is loved in Carrabelle for her work. Ms. Mathis reported some of the individuals want the meals frozen but if they want it hot, then it is delivered hot. Mr. Shannon commented they are not delivered hot in Apalachicola. Mr. Moron said there is some confusion in the county about whether they are funding services or activities and what the Board's intentions are. Mr. Davis stated he is a caregiver for a person with dementia and is not receiving any services. He said he is on a waiting list and drives 50 miles to Medart for a respite center for a Monday. He questioned if there is money for these services. Commissioner Parrish said there are a couple of different programs that provide respite care. Mr. Davis said he is part of a support group that is funded from the Alzheimer's Care group from Tallahassee. He stated they meet once a month at Trinity Episcopal Church. Ms. Bretz questioned why this support group is not making referrals to her Agency. Commissioner Parrish said the County needs the lead agency to deliver these services. Ms. Bretz stated the greatest gap is caused by a lack of coordination. She reported the County has already proven their ability to serve in the past. Chairman Massey questioned how they start to find the lead agency. Ms. Bretz answered by holding a public workshop to explain the RFP. She said she does not think there is one organization in the County that can deliver a quality RFP as they may need some guidance. She explained the RFP is very overwhelming and they need to see how these providers work together as it may take multiple agencies to put together a quality proposal. Commissioner Parrish asked who is monitoring the services being provided if there are multiple agencies. Ms. Bretz reported her agency has monitoring oversight. She was interested in finding out information about the Alzheimer's

support group so they could provide referrals. Mr. Davis reported he has been on the waiting list for home care and respite care for 6 months and has heard nothing. Ms. Bretz explained clients are ranked by telephone assessment. She reported the 800 number is a black hole and no one calls you back and you never get a live person. Mr. Bob Connors, a resident of Apalachicola, agreed no one is here and coordinating the services. He explained there is a whole system of reporting and responsibility required by these programs. He reported there is a beautiful building but they need someone designated to pull things together. Mr. Connors said Ms. Bretz is explaining what services they have but at the same time the State is cutting back on services. He expressed his opinion that the County needs to take the time to pick someone in the community who will come back with a plan. Commissioner Parrish stated a lead agency is needed but apparently one agency does not meet all the criteria. Mr. Connors reported someone in the community needs to be the liaison because this has been a problem for a long time. He stated once they get a plan together then they will get the volunteers but right now it is fragmented. Commissioner Parrish agreed that is the Board's perception also and that is the purpose of the meeting. Commissioner Lockley stated there are multiple people now and it is not working. Chairman Massey said they are working against each other. Ms. Bretz agreed it is very fragmented now and she expressed concern that no one will understand the language of the RFP. She said all they could tell her was what a coordinated system would look like but it has to fit within the guidelines. Commissioner Parrish asked Ms. Bretz for her suggestion. Ms. Bretz stated she can talk with anyone they designate. She explained the funding available was discussed because that is her role in providing management oversight. She reported she is not here to coordinate the service delivery because that needs to be at the local level by someone who knows the citizens. She explained Liberty County has one of the best models in the 14 county area. She said they are the second most rural county in the state therefore they are the second smallest funded provider in the state. Ms. Bretz reported what they are able to do to serve the whole community is phenomenal because they have less funding than Franklin County. She said Ms. Kincaid also coordinates the transportation for the community also. She informed the Board she can help facilitate any workshop but cannot write the proposal. She offered to educate everyone on the components that must be covered in the proposal and share elements from the previous RFP. Ms. Bretz reported Mr. Moron has been provided with the two RFP packages that were put out last year. She explained there is financial responsibility and fiscal management and no one in the county uses the software and methodology they use to come to their unit rates so there will be some training required. Commissioner Lockley inquired as to the time frame. Ms. Bretz said she would like it to be next month but the County is not there yet. She explained she is fine because the citizens are being served now. She reported she is not satisfied with the system and Ms. Kincaid is not a local provider and would prefer the County had a local provider. Chairman Massey asked Ms. Bretz what they need to do to get a workshop and get everyone together to choose who they need to have in this position. Ms. Bretz stated in order to be considered as a local provider, you have to be incorporated under the laws of Florida. She said a 501.3C is preferred but there are certain exceptions. Ms. Bretz explained the company would have to submit a proposal demonstrating they understand the materials that are required to develop a program. She

reported the plan is locally driven as you tell them what you need in the County and they tell you how they will do it. Ms. Bretz said there must be a Board of Directors that has oversight over the corporation and someone such as an executive director. She stated all staff would have to pass a Level 2 background check. She explained they are looking for someone who has experience providing direct services. Ms. Bretz stated she does not know who these people are in the community. Commissioner Parrish said another workshop needs to be advertised. Ms. Bretz agreed they may need to break down the RFP package. Commissioner Parrish suggested an informal workshop where the programs are presented and companies could determine which services they could provide to the seniors. He stated volunteers and different organizations have to come together to make this program work. Ms. Bretz reported they need a lead agency but they don't have to do everything. She explained the lead agency would coordinate the long term care network and refer individuals to the proper place for services. Commissioner Parrish stated different organizations need to step up that are capable of providing some of these services. He explained there is no structure now to point individuals in the right direction. He said there are many services he did not know were available. Chairman Massey asked if Ms. Gail Mathes could run the program. Ms. Bretz stated they are not a corporation as they are operating under Ms. Kincaid's corporation. Chairman Massey asked about the Senior Citizens of Carrabelle. Ms. Bretz stated they have a corporation but she is not familiar with Franklin's Promise. She reported anyone who is interested can submit a RFP. Commissioner Parrish stated a workshop must be advertised and anyone who can provide services needs to show up. Commissioner Parrish stated the more money paid the staff, the less there is for providing the services and this is the reason the volunteers are so important. Ms. Bretz reported they do not want a new corporation to be formed; they would like an existing agency as they can then maximize their resources. Commissioner Sanders asked what Liberty County contributes to their program. Ms. Kincaid answered \$6,000 a year and they do a lot of fundraisers. She explained the Annual Lighthouse Fishing Tournament the end of April is the biggest fundraiser of the year. Commissioner Parrish said their biggest thing is the community comes out to support their senior citizens program. Ms. Kincaid reported they only got a small amount of money in Franklin County from February-June to try and keep the services going here. She explained they are only serving the individuals who were already getting services as there is not a lot of money to add clients. She reported after July 1<sup>st</sup> there may be some money available but she had no control over what was already spent. Mr. Moron stated he will work with Ms. Bretz and Ms. Kincaid and find out what they need and advertise another workshop. Commissioner Parrish explained the County needs to find out what is needed, advertise and then find the organizations to fill the positions. He said this needs to be advertised on the radio and in the newspaper. Mr. Moron reported the Armory may be a better location for the meeting. Commissioner Lockley said the main thing is to see if there are any duplicate services so they do not repeat the same thing. Mr. Moron stated a plan needs to be in place before the budget process begins. Commissioner Sanders agreed with Mr. Moron that the County needs to look at the services and not the activities because there is dissention there. Mr. Connors said the original intent of Franklin's Promise was to coordinate services. He

stated they used to bring all the agencies together once a month, talk about what was going on and prepare minutes from the meeting. He explained it provided dialog about what was going on in the County. He reported the County needs to find an LLC they are comfortable with to coordinate these services. Mr. Connors stated the workshop is a great idea. Commissioner Sanders thanked everyone for attending and said this is an issue near and dear to everyone's heart. Commissioner Sanders explained whatever way the County goes, this community will have a say in it. Commissioner Parrish asked everyone present to take this information into the community that the County is making a positive step forward and is serious about this issue. Commissioner Lockley asked about the time frame for a workshop. Mr. Moron stated he will move forward and coordinate with Ms. Bretz to arrange a workshop. Ms. Bretz reported the materials have already been developed for the RFP and she has a model for them to work with. Mr. Moron said a workshop can probably be scheduled in a month. Ms. Bretz stated March is not a good time for her as they have an audit but certainly they can meet by April 1<sup>st</sup>.

There being no further business to come before the Board, the meeting was adjourned at 3:40 p.m.

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William Massey - Chairman

Attest:

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Marcia M. Johnson - Clerk of Courts