



MINUTES

Broward Addiction Recovery Center (BARC) Division
Broward County Substance Abuse Advisory Board
April 27th, 2022

Members Present

Brewton, Greg
Coberly, Stephanie
Frohring, Linda
Greene, Jeff
Hurt, Kathy
Nelson-Wernick, Eleanor
Rapaglia, Ray
Resnick, Charles
Smyth, Garry
Speiser, Mark, Judge
Sobelman, Jonathan

Members Absent

Checke, Christopher
Hatfield, Matthew

ALSO PRESENT

Jack Feinberg Division Director
Patricia Bailey, Recording Secretary

Location

Broward Addiction Recovery Center (BARC)
Via Microsoft TEAMS

Call to Order

The meeting was called to order by President Stephanie Coberly, at 8:03 am, via TEAMS.

Quorum

It was determined a quorum was present.

Rocky Rodriguez

Judge Mark Speiser advised that former Substance Abuse Advisory Board Chairman Rocky Rodriguez is very sick. He will keep us advised of his status.

Minutes

The draft minutes from the March 30, 2022, meeting were presented for approval. Judge Mark Speiser moved to accept the minutes from the March 30, 2022, meeting as presented. The motion was seconded Mr. Ray Rapaglia and carried unanimously by all members present.

Ms. Stephanie Coberly welcomed board members and turned the floor over to Director Jack Feinberg for the Division Report.



Division Report

Mr. Jack Feinberg advised that the Division has been working to bring the census back up to full capacity. Outpatient services are already being held in person. The only thing holding us back is licensed clinicians and nurses. Due to the decline in positive cases, the Division has curtailed a lot of COVID checks at the entrances. We are still testing clients in triage and detoxification and have not received any positives recently.

Despite the challenges with COVID and staffing, BARC continues to provide exceptional care. This was made evident during a recent root cause analysis of a client death where it was determined that staff did everything correctly including warm hand offs at every level.

The Division is continuing to work on a Request for Information for an updated electronic health record system. We anticipate a large response

The Advisory Board asked if the County is looking at increasing salaries for licensed staff. Mr. Feinberg advised that that is under consideration, however, the major cost of doing business is supplies. Further, the biggest challenge of bringing staff on board is so many candidates have the option of working remotely, which BARC cannot accommodate.

Ms. Stephanie Coberly thanked Mr. Feinberg for his report and asked Board Members if there were any questions on the Directors Report. Seeing no additional questions, Ms. Coberly moved to the Members Forum portion of the meeting.

Members Forum

Mr. Jonathan Sobelman suggested that the Board create subcommittees to address specific concerns or challenges presented by the Division. He explained that with the Board Members have a wealth of knowledge that they could use to support BARC. Mr. Jack Feinberg stated he welcomes any comments or suggestions from the Board. Ms. Stephanie Coberly added that subcommittees sounded like an excellent idea and can be further discussed at the next meeting.

Meeting Quarterly and In-Person

The Board was presented with the memo from the County Intergovernmental Affairs Section regarding the end of the Local State of Emergency. With the end of the State of Emergency, Advisory Boards will again be required to meet in person. Additionally, the Board was reminded that an in-person quorum is required before anyone who attends remotely can be considered present. Should there not be an in-person quorum, the Board can move forward in a workshop capacity, but cannot discuss anything that may be voted on.

In Mr. Christopher Checke's absence, Ms. Patricia Bailey relayed his suggestion of resuming meetings in person on a quarterly basis and starting those meetings at 8:00 am.



There was a brief discussion before Mr. Jeff Greene made a Motion that the Advisory Board modify their meeting schedule to quarterly and schedule workshops during months when we are not having a formal meeting and that meetings in person should begin at 7:30 am and virtual meetings begin at 8:00 am. This motion was seconded by Mr. Greg Brewton and the floor was opened for discussion.

Mr. Garry Smythe expressed his concerns regarding the perception of meeting less often. Ms. Stephanie Coberly and Judge Mark Speiser both felt this would be alleviated by continuing to meet for intermittent workshops.

Clarification was made that the quarterly meetings will be held in January, April, June, and September to continue to allow for summer vacations and winter holidays. Mr. Jack Feinberg suggested that BARC could provide informational presentations from staff or successful clients.

At the conclusion of discussions, Ms. Coberly called for a vote and the Motion passed unanimously by all members present. Accordingly, the next meeting of the Substance Abuse Advisory Board will be June 29, 2022, in person.

BARC Administration will draft amendments to the By Laws for presentation to the Advisory Board for final approval.

Meeting Adjourned

Ms. Coberly inquired if there was any additional business to discuss, seeing none, asked for a motion to adjourn, Ms. Nelson-Wernick, Eleanor so motioned, Ms. Linda Frohring seconded, meeting was adjourned at 8:49 AM.

BYLAWS (revised 06-29-2022)

BROWARD COUNTY
SUBSTANCE ABUSE ADVISORY BOARD

ARTICLE I - NAME

The Substance Abuse Advisory Board is established pursuant to Ordinance No.77-61, § 1, 10-12-77.

ARTICLE II - MEMBERSHIP AND TERM OF OFFICE

Section 1. The Substance Abuse Advisory Board shall consist of eighteen (18) members to be appointed by the Broward County Board of County Commissioners and one member appointed by the Police Chief's Association.

Section 2. The appointed members shall serve at the pleasure of the nominating Commissioner or until the nominating Commissioner vacates office.

The appointed members shall serve at the pleasure of the nominating Commissioner, provided, however, that no such term of an appointed member shall expire until a successor to the member has been appointed.

Section 3. Whenever a vacancy of an approved or appointed position occurs, the President shall advise the County Commissioners. The respective nominating Commissioner shall appoint an individual to fill the vacancy.

ARTICLE III - ORGANIZATION OF THE BOARD AND VACANCIES

Section 1. The officers of the Board shall be a President, Vice President, Secretary and Treasurer. These officers shall perform the duties prescribed by these bylaws.

Section 2. At the annual Board meeting in each April of even years, the Board shall elect a President, Vice President, Secretary and Treasurer to serve for a period of two years. Elections shall be by nomination and vote. If a vacancy should occur in one of these offices, the Board shall proceed to elect a member to fill such vacancy at the next ensuing regular or special meeting.

Section 3. No member shall hold more than one office at a time.

Section 4. Duties of Officers

1. The President shall:
 - a. Preside at all meetings of the Board.
 - b. Perform all of the duties usually pertaining to the office of the President.
2. The Vice President shall:
 - a. Preside at all meetings of the Board in the absence of the President.
 - b. Perform all such duties usually pertaining to the office of the Vice President.
3. The Secretary shall:
 - a. Preside at all meetings of the Board in the absence of the President and Vice President.
 - b. Perform all such duties usually pertaining to the office of the Secretary.
4. The Treasurer shall:
 - a. Preside at all meetings of the Board in the absence of the President, Vice President and Secretary.
 - b. Perform all such duties usually pertaining to the office of the Treasurer.

ARTICLE IV - MEETINGS

Section 1. Regular Meetings

The Board shall generally hold not more than one regular meeting each quarter for the transaction of business according to a schedule arranged by the Board. The annual meeting, at which officers shall be elected, shall be held in April of each even year. Written notice of regular meetings of the Board shall be given to each member at least ten (10) days prior to each meeting, accompanied by a tentative agenda for said meeting. When necessary, an updated agenda will be provided at least forty-eight hours before the meeting.

Regular meetings may include workshop meetings. Meetings may only be canceled or rescheduled by majority vote of the Board members present at a regularly scheduled meeting unless the President is notified between regularly scheduled meetings that a quorum will not be available for the next regularly scheduled meeting. Such meeting may then be canceled or rescheduled by a majority vote of the Board members. All Board members shall be notified of such cancellation or rescheduling with as much notice as possible, but in no event shall such notice be less than that given for special meetings.

Section 2. Special Meetings

The Board shall convene in special meetings when called by the President, the Vice President in the President's absence, or upon request of a majority of the members of the Board. Not less than forty-eight hours' notice shall be given to all members of the Board, accompanied by an agenda specifying the subjects of the special meeting. Official action of the Board in special session will be limited to those items of business specified on the agenda. The President shall determine the time, place, and date of the special meeting. The minutes of the meeting shall show the manner and method by which notice of the meeting was given to each member or shall show a waiver of notice.

Section 3.

All meetings, including committee meetings, shall be in accordance with the Florida Sunshine Law.

Section 4.

Minutes of all Board meetings shall be recorded and approved by majority vote at the next scheduled meeting.

Section 5.

A quorum for a Board meeting shall consist of a simple majority of the Board members.

ARTICLE V - VOTING

Section 1.

Each member of the Alcohol and Drug Abuse Advisory Board shall have the right to vote and shall be entitled to one (1) vote on any issue brought to the Board's attention for a final decision. Majority vote by the attending members will be mandatory for adoption of motion and resolution.

Section 2.

Each member shall have one vote which may only be exercised by the member and not by proxy.

ARTICLE VI - COMMITTEES

Section 1.

The Board President shall appoint each committee chairperson.

Section 2.

Each committee shall consist of the committee President and as many members as may be necessary to conduct the business of the committee.

Section 3.

The President shall have the authority to appoint ad hoc committees as shall be necessary for the conduct of the business of the Board.

Section 4.

The Board may consult with such advisors and experts as it deems necessary and appropriate for carrying out its duties and responsibilities.

ARTICLE VII - ATTENDANCE

Section 1.

Attendance at the Board meeting is governed by Broward County Code Ordinance No. 2003-21 amending Section 1-233 of Chapter 1, Article XII of the Broward County Code of Ordinances.

Any appointee to a Board, authority or agency who has three (3) consecutive absences or misses four (4) meetings in one (1) calendar year shall be automatically removed as a member, except where otherwise provided in the Broward County Charter, general or special law. There are no excused absences under any circumstances; however, the appointing commissioner or the other appointing authority, where appropriate, may reappoint the member when extenuating circumstances are found to exist for said member's absences.

ARTICLE VIII - GENERAL PURPOSE OF THE BOARD

The purpose of the Board as noted in the Administrative Code Section 1-102, is to advise the Broward County Board of County Commissioners and the Broward County Alcohol and Drug Abuse Services Division on matters relating to alcoholism and drug abuse, and shall exercise and perform such other powers, duties and authority as may be established by the Broward County Administrative Code.