



MEMORANDUM

To: Ed Hunzeker, County Administrator
From: Diane Vollmer, Agenda Coordinator
Date: January 14, 2019
Subject: **Agenda Update for Meeting of January 15, 2019**

THIS MEMO AND THE CHANGES INDICATED BELOW ARE REFLECTED IN THE ELECTRONIC AGENDA (E-AGENDA)

CHANGES TO REGULAR AGENDA

NEIGHBORHOOD SERVICES

38. **Opioid-focused Recovery Peer Coach Pilot Project** –
- The requested action was updated to include letters of appreciation to Senator Gruters, Senator Rouson, and former Representative Boyd; and
 - A PowerPoint presentation was added to the agenda item.

CHANGES TO COMMISSIONER AGENDA

COMMISSIONER SERVIA

44. **Consideration of Creating a Citizens Growth Oversight Committee** – The draft Committee By-Laws were attached to the agenda item.

Opioid-focused Recovery Peer Coach Pilot Program

01/15/2019

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- On January 31, 2017, BCC approved a State Funding Request to develop a novel approach to address the opioid-overdose epidemic, using an evidence-based strategy to hire adults with lived recovery experience from past opioid addiction and other substance use disorders
- Local legislative and state-wide leadership support, promulgated by this Board, successfully procured the full \$500,000 request to develop and implement an “Opioid-focused Recovery Peer Coach Pilot” project in the 2017 Legislative Session
- First Step of Sarasota acquired the contract through a competitive Request for Proposal (RFP) process, and established an office in Palmetto, FL with 6 FTE of Peer Coaches, 0.5 FTE each of Clinical Services and Administrative Support



Evidence-based Services

Through community-level engagement and by the sharing of personal stories of recovery from past addiction, Peer Coaches instill hope as they are the evidence that recovery from opioid-use disorders is indeed possible. Peer Coaches undergo a lengthy level-2 background check, training in Motivational Interviewing, and are trained to conduct Strengths, Needs, Abilities, & Preference (SNAP) assessments to inform the development of an individualized Recovery Peer Coach plan using concepts of Harm Reduction. By advocating the treatment preferences of their member, consistent with their Stage of Change, recovery is optimized when compared to treatment as usual. Members are provided crisis plans to identify positive coping skills, professional and positive peer supports, and strategies to reduce and/or eliminate opioid use.



Outcomes to Date

1. 274 individuals with opioid-use conditions have received Peer Coaching
2. 64% (n=174) of those engaged are now formally enrolled members of the program
3. 0 overdoses of active members have occurred
4. 0 overdose deaths of active members have occurred
5. Recidivism of former inmates with opioid use conditions who engaged Peer Coach services while incarcerated and were housed on Recovery Pod of County Jail is decreased
6. Formally integrated into the following treatment settings:
 - a. Manatee Memorial Hospital Emergency Department
 - b. Drug Court Program (an evidence-based component)
 - c. Manatee County Jail Recovery Pod
7. Identified barriers, promoters & collaborations to treatment engagement and retention
8. Have a presence in “hot spots” of community, to initiate treatment engagement and prevent overdose
9. Cumulative reductions of opioid overdose



Sustainability

Opioid funding allocated to the State of Florida's Department of Children and Families (DCF) is available to continue this program here in Manatee County. In partnership with the local DCF managing entity, Central Florida Behavioral Health Network (CFBHN), an opportunity exists to have this program become part of its service array whereby CFBHN currently contracts with First Step of Sarasota for other services. CFBHN intends to collaborate and monitor this program in direct partnership with Manatee County Government, to optimize its continued success.



01/11/19 D R A F T

CITIZENS GROWTH OVERSIGHT COMMITTEE

BY-LAWS

ARTICLE I. CITIZENS' GROWTH OVERSIGHT COMMITTEE (CGOC)

The official name of this organization is the "Citizens' Growth Oversight Committee" and is hereby referenced as "CGOC".

ARTICLE II. PURPOSE

Section 1. Committee Purpose.

Officially recognized by the Board of County Commissioners (BOCC), this committee shall be comprised of a broad cross-section of Manatee County residents. The committee shall analyze the Comprehensive Plan, Land Development Code, and long-range infrastructure needs of Manatee County, and collectively offer ideas and recommendations on the County's future growth. While the Planning Commission is tasked with reviewing specific projects for compliance with local regulations and offering a recommendation to the BOCC, Manatee County does not currently have a mechanism for consistent and diverse citizen input on the totality of the County's future growth. The purpose of this committee is to fill that void.

In order to best represent the views of our entire community, residents of varying ages, races, socio-economic statuses, occupations, etc., are encouraged, (and in some cases required) on the Citizens' Growth Oversight Committee. The committee members will be elected by a majority vote of the CGOC and will be self-governed, thus allowing a truly non-partisan and non-political perspective on the growth of our community.

Setting aside personality and political differences and focusing on creative ideas and recommendations for handling growth and providing it to the BOCC for consideration is of utmost importance in fulfilling the purpose of this committee.

Section 2. Specific Purpose

The specific objectives and purpose of the CGOC shall be:

- a. to provide feedback to the BOCC on the Comprehensive Plan, Land Development Code, and long-range infrastructure needs, specifically including ideas and recommendations from the citizens' perspective;
- b. to provide a forum of focused discussion of current growth pressures and ways to accommodate future growth while protecting the quality of life of our current and future residents;
- c. to broaden the input received by Manatee County Government by engaging residents from diverse backgrounds, and philosophical perspectives, and collecting non-partisan public sentiments;
- d. to educate citizens on growth issues, challenges, and opportunities so that our community can collectively and consistently collaborate with shared visions of Manatee County's future;
- e. to promote and foster open and positive dialogue between residents and the BOCC on ways to support growth with the utmost respect of all viewpoints.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility for Membership

Application to the Citizens' Growth Oversight Committee (CGOC) shall be open to any current Manatee County resident, regardless of property ownership, excluding all elected officials currently serving in office. All memberships must comply with the representation requirements set forth in these by-laws and granted upon a majority vote of the CGOC.

Section 2. Broad Representation

In serving with the overall purpose of the CGOC, a broad representation of Manatee County is required.

The following diversity of representation is always required of the CGOC, and sections a-f below shall be unchanged for the life of the committee:

- a. At least two, and no more than four, representatives from each of the five County Commission districts. A minimum of 10, and a maximum of 20, members at all times;
- b. At least one representative from the African-American/Black community;
- c. At least one representative from the Hispanic/Latin community;
- d. At least one representative from each of the following generational divisions; those born

1. 1980 to 2000: Millennials or Generation Y
 2. 1965 to 1979: Thirteeners or Generation X
 3. 1946 to 1964: Baby Boomers
 4. 1925 to 1945: Silent Generation
- e. At least one, and no more than two, representatives who are employed or retired from the building and development industry.
 - f. At least one representative with a background in conservation/environmental work/volunteer experience.

While not required, members representing different occupations/trades, socio-economic statuses, religions and religious leaders, the LGBTQ community, people with physical disabilities, blind/deaf residents, those with different racial and cultural backgrounds, etc., are highly encouraged to participate, and be selected for committee membership, to fulfill the purpose of the committee at the highest level.

If the committee diversity as prescribed in sections a-f above is unachievable at any time, the committee can continue to convene for up to three (3) consecutive monthly meetings while an active campaign to fill the opening is pursued, but in no case shall a required representative from aforementioned in Section 2, a-f, be missing from the committee for a longer period of time.

Section 3. Proxy Rights of Members

Each committee member is eligible to vote on committee elections or agenda items by a proxy representative, if needed. Additionally, participating by phone or an electronic vote from a committee member's verified email address will be accepted if sent to the committee chairman prior to the meeting, although voting in person is highly recommended.

Section 4. Removal.

Any member of the CGOC, including the Executive Committee, may be removed with or without cause, at any time, by vote of three-quarters (3/4) of the members of the CGOC if, in their judgment, the best interest of the CGOC and its purpose would be best served by such removal. If a member misses more than four (4) meetings in one calendar year, the member is subject to termination by a majority vote of the committee. Each member of the CGOC must receive written notice of any proposed removal at least ten (10) days in advance of the proposed action.

ARTICLE IV. EXECUTIVE COMMITTEE

Section 1. Number, Tenure, Requirements, and Qualifications

The Executive Committee shall be comprised of a Chairman, First Vice-Chairman, Second Vice-Chairman, and Secretary.

The Executive Committee, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors are duly elected. Executive Committee officers must be approved by a majority vote of the members present and voting. A vote on new Executive Committee officers shall not be held unless a quorum of the CGOC s is present, as defined.

No two members of the CGOC related by blood (1st cousin or closer in relation), marriage, or domestic partnership may serve on the Executive Committee at the same time.

Newly elected officers of the Executive Committee shall serve a one-year term and may serve a second consecutive one-year term, if elected.

Except for the power to amend the By-Laws, the Executive Committee shall have all the powers and authority of the CGOC in the intervals between meetings of the CGOC and is subject to the direction and control of the full board.

Executive Committee officers are expected to be present at each monthly meeting and the officer is subject to termination by a majority vote of the committee if absent from three (3) or more meetings in a calendar year.

If a CGOC member moves outside of Manatee County, the member must resign from CGOC within 30-days of occupying their new residence. If a committee member moves outside of their current commission district, but stays within Manatee County, they must notify the committee within 30 days of occupying their new residence. If a vacancy exists in the district of their new residence, the member may remain on the committee as a member for their new district. If no vacancy exists, the member must resign from their seat with 30 days of occupying their new residence.

Section 2. Chairman

The Chairman shall have the following duties:

- a. shall preside over all meetings of the CGOC.
- b. shall prepare all meeting agendas.
- c. shall see that all minutes and recommendations of the CGOC are delivered to the BOCC.
- d. shall provide leadership and direction to all other Executive Committee officers.

Section 3. First Vice Chairman

The First Vice-Chairman shall be vested with all the powers and shall perform all the duties of the Chairman during the absence of the latter.

- a. shall have general and active management of all Advisory Boards and Ad Hoc Committees;
- b. shall be responsible for taking attendance at the CGOC meetings and reporting to the Secretary; and
- c. shall assist the Chairman, as needed.

Section 4. Second Vice Chairman

The Second Vice-Chairman shall be vested with all the powers and shall perform all the duties of the Chairman during the absence of the Chairman and First Vice Chairman.

Section 5 Secretary

The Secretary shall attend all meetings of the CGOC and Executive Committee and will act as a clerk thereof. The Secretary:

- a. shall record all votes and minutes and maintain historical files of all meetings;
- b. shall (in concert with the Chairman) make arrangements for all meetings of the CGOC;
- c. shall send notices of all meetings to the members of the CGOC;
- d. shall prepare all official correspondence from the CGOC.

Section 6. Vacancies

Whenever a vacancy occurs on the Executive Committee it shall be filled without undue delay by a majority vote of the CGOC members at a regular or special meeting.

ARTICLE V. MEETINGS

Section 1. Regular Meetings

Regular meetings of the CGOC members shall be held monthly, at a time and place designated by the Chairman.

Section 2. Annual Meeting

An annual meeting of the CGOC shall be held at a time and day in the month of September of each calendar year at a central location chosen by the Chairman. At a minimum, a slate of officers and new committee members shall be presented and voted on at the Annual Meeting.

Section 3. Special Meetings

Special meetings may be called by the Chairman, or a simple majority of the CGOC.

Section 4 Notice of Meetings

Notice of each meeting shall be given to each voting member, by mail or email, not less than two weeks prior to the meeting. Additional notice will be given to the public in compliance with the Sunshine Law.

Section 5. Advisory Council or Ad Hoc Committee

An Advisory Council or Ad Hoc Committee may be created by the CGOC, as needed, but have no duties, voting privileges, or obligations for attendance at regular meetings. Members of these groups shall possess a desire to serve the community and support the work of the CGOC by providing expertise and professional knowledge. Elected officials currently serving office are prohibited from serving, and no more than two (2) Advisory Council members can be employed by or retired from the building or development industry.

Section 6. Parliamentary Procedure

Any question concerning parliamentary procedure at meetings shall be determined by the Chairman by reference to Robert's Rules of Order.

Section 7 Quorum

A quorum for a meeting of the members shall consist of no less than fifty percent (50%) of the membership of the CGOC.

Section 8. Voting

All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

Section 9. Reporting

Minutes from each meeting will be taken and provided to the BOCC. One representative from the CGOC may report the committee minutes and recommendations in person, or electronically, each month to the BOCC.

ARTICLE VI. BOOKS AND RECORDS

The CGOC shall keep complete records of all minutes of the proceedings of the committee in perpetuity.

ARTICLE VII. BY LAW AMENDMENTS

The CGOC may amend these By-Laws (except for Article 3, Section 2, a-f) by majority vote at any regular or special meeting. Written notice setting forth the proposed amendment or summary of the changes to be affected thereby shall be given to each member within the time and the manner provided for the giving of notice of meetings of directors.

ADOPTION OF BY LAWS

We, the undersigned, are all of the initial members of this committee, and we consent to, and hereby do, adopt the foregoing By Laws, consisting of the ## preceding pages, as the By-Laws of this committee.

ADOPTED AND APPROVED by the Citizens Growth Oversight Committee on this ____ day of _____, 20__.

_____, Chairman

ATTEST: _____, Secretary