

**Business Meeting Minutes**  
**2/27/00**  
**Florida Commission on Mental Health and Substance Abuse**  
**Ramada Inn Conference Center in Jacksonville, Florida**

Chair David Shern called the meeting to order at 6:45 P.M.

Present were:

Allen, Terry  
Cohen, Jeri  
Holmes, Patsy  
Kang, Rodney  
McCampbell, David  
Pomm, Raymond  
Schuck, Laura  
Sharpe, Bob  
Singleton, Jerry  
Slate, Risdon  
Sloyer, Phyllis  
Spellman, Michael  
Steele, Dianne  
Williams, Bob  
Williams, Irvin

Absent were:

Clary, Charlie  
Haines, John  
Lestage, Daniel  
McKinnon, Mary  
Morris, Charlie  
Murman, Sandra  
Parks, Sallie

A quorum was present.

Minutes from the January 31 business meeting were amended as follows:

Patsy Holmes noted that the minutes should read that 1) the Personnel Committee recommended that the Department of Children and Families contract with the Florida Mental Health Institute to staff the Commission and 2) the Personnel Committee expressed appreciation to Ken deCerchio and [additionally] Lonnie Mann for their participation. With these two changes, the 1/31/00 minutes were approved.

David Shern reviewed the agendas for the business meeting and the Commission meeting on February 28 and both were approved.

The Commission's Interim Report, due March 1, 2000, was then discussed. (Commissioners had received draft copies the week before for their review). Bob Sharpe commented that the stated "emerging themes" sounded like they might be recommendations. David McCampbell agreed. It was agreed that wording would be clarified. Patsy Holmes asked that past content notes be checked to be sure all themes were covered. Michael Spellman asked that it be made clear that public testimony had been integrated into the Commission's deliberations. Bob Sharpe suggested that the report state clearly that because of its early stages of deliberations, the Commission has no recommendations at this time.

David Shern asked that the report be amended as above and submitted without further review by Commissioners, and Commissioners agreed.

Executive Director Dr. Nancy Bell gave a brief report on how the business of the Commission and its resources are being organized. Three support personnel are now being hired: 1) a program assistant to handle communications, logistics and other clerical details, and 2) two graduate research assistants to work with Dr. Bell and Commission workgroups on special projects, reports, etc. Dr. Bell gave a Website status report and asked Commissioners to complete a short survey on materials transmission preference and capabilities, acknowledging that Commissioners have varying capability and resources to receive e-mails, file attachment and faxes. This has resulted in some confusion and duplication.

Next, Dr. Bell gave a status report on the Commission's Advisory Committee, which currently has approximately 28 members. Following the fairly low response from the first letter of invitation to individuals representing suggested groups, a follow-up letter was sent in February. Positive responses are still being received. Several Commissioners brought up concerns that consumers are not represented adequately on the Advisory Committee as it stands now and more consumers are needed. Dr. Shern asked Commissioners to give names of potential consumer participants to Nancy Bell.

Lonnie Mann from DCF gave a status report on the staffing contract between DCF and FMHI. Contract negotiations are proceeding well and it should be finalized in the near future.

Dr. Shern asked for Old Business. There was none.

Under New Business, Michael Spellman noted that to date the Commission has not looked at a lot of financial data, and we need certain data now, not later in the life of the Commission. He distributed a list of financial data requests from DCF to all Commissioners, and Dr. Shern proposed that this data request be used as a template for the Data and Resource Workgroup that the Commission is forming. Dr. Spellman agreed to this plan if the Workgroup is formed this week and DCF agrees to start gathering the data. The motion passed.

Dr. Shern announced that the Commission's next meeting will be held on March 31. The topic will probably be changed to the mental health and substance abuse needs among older persons, with substance abuse addressed at a later spring meeting. There being no further business, the meeting was adjourned at 7:30 P.M.

Respectfully Submitted,

Nancy N. Bell, Ph.D.  
Executive Director