



Community Health Improvement Plan Annual Progress Report, 2018

Florida Department of Health in Putnam County

Reviewed March 2019

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Introduction

This is the 2018 annual review report of the 2014 Putnam County Community Health Improvement Plan. The activities and collaborative efforts of the Florida Department of Health in Putnam County and community partners will be reflected within the report. This document will serve as a progress review of the strategies that were developed and the activities that have been implemented. While the CHIP is a community driven and collectively owned health improvement plan, the Florida Department of Health in Putnam County is charged with providing administrative support, tracking and collecting data, and preparing the annual review report.

Overview of the Community Health Improvement Plan (CHIP)

The 2014 Community Health Improvement Plan was developed in collaboration with local partners, such as representatives from Putnam Community Medical Center, Palatka Christian Service Center, Azalea Health, Palatka Housing Authority, Arts Council of Greater Palatka, Town of Welaka, Town of Pomona Park, SMA Behavioral Health Care, Putnam Family Fitness Center, Putnam Board of County Commissioners, Putnam County Trails Council, Bethlehem Baptist Church and DOH-Putnam were included in the workgroup. The organizational meeting was held April 25, 2014. Follow up meetings were held May 14, 2014 (goal-setting); June 3, 2014 (strategies and objectives); and June 24, 2014 (logic model development).

In 2014, the Department of Health in Putnam County convened the CHIP Planning Team, and facilitated the CHIP process through using the National Association of City and County Health Official's Mobilizing for Action through Planning and Partnership (MAPP) strategic planning model. Through a series of workshops, priority issues were identified and the 2014 CHIP was formulated. Taken together, these findings contribute to a comprehensive view of health and

See Table below for Strategic Issue Areas with their goals, developed by a workgroup of subject matter experts.

STRATEGIC ISSUE AREA	GOAL
Develop a PACE-EH like model to implement Public Health Initiatives (Goals 2-5)	Identify and precisely define two neighborhoods within Putnam County that will be addressed through an environmental health model of public health implementation focusing on Adult and Youth Nutrition/Exercise/Obesity; Adolescent Health; Mental Health; and Oral Health within Putnam County that will be addressed through an environmental health model of public health implementation focusing on Adult and Youth Nutrition/Exercise/Obesity; Adolescent Health; Mental Health; and Oral Health.
Obesity/Nutrition / Physical Fitness	Implement Adult/Youth Nutrition and Physical Exercise Programs to reduce the prevalence of obesity – related health factors.
Chronic Disease and High Risk Behavior	Implement Adolescent Health programs to reduce the prevalence of chronic disease and high risk behavior among adolescents.
Mental Health Programs	Implement Mental Health programs to reduce the prevalence of risk factors for mental health, substance abuse and other and high risk behavior among youth and adolescents.
Oral Health	Implement Oral Health programs to reduce the prevalence of chronic disease and high risk behavior among adolescents.

Summary of CHIP Annual Review Meeting

Previously, the Local Government In Collaboration (L.O.G.I.C.) - Health Workgroup brought together L.O.G.I.C members, individuals that had served on the 2012 Community Health Improvement Plan (CHIP), public and private health communities, governmental services, public housing, and citizens to create a revised CHIP going forward. Discussion involved drilling down to specific areas of concern regarding the health of the community and steps to improve it. A new CHIP emerged from these discussions and was launched at the December 3, 2014 meeting for all to review.

Since the revised CHIP has new goals, strategies and objectives, the details of monitoring and success stories follow with the description of the health issue provided along with strategies, objectives, current levels, targets and status. In addition, DOH-Putnam team members participated in the Statewide Florida Healthy Babies Action Plan Workshop in Alachua. This effort focuses on reducing Infant Mortality. The program provided an opportunity for staff to review the initiatives with FDOH program managers and ask questions. The workshop included a review action of plans; working with the CHIP template; participating in a peer coaching activity and networking to share best practices.

This L.O.G.I.C. group, along with other citizenry meets every two months to review and assess advancement toward goals. L.O.G.I.C. Committee has been determining its course for action in the future with many wanting it to be an engine for collaboration of community services while others are wanting to revert to a more informal meeting structure. An Ad hoc committee was formed under Mayor Hill to evaluate the history and future role of the committee moving forward.

A Strategic Planning Session and Visioning Workshop was held on July 13, 2018 and a follow-up presentation of a draft mission statement and by-laws were reviewed at the September 26, 2018 Meeting. These changes are still under review with the discussion that the Department of Health in Putnam County needed to be a member of the Standing Committees if not part of the Interlocal Agreement for L.O.G.I.C.

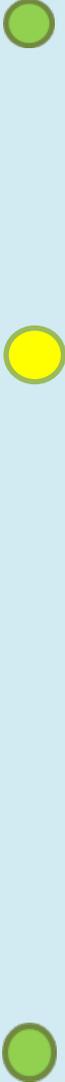
The L.O.G.I.C.-Health Workgroup will be presenting a summary of the 2017-2018 Community Health Improvement Plan efforts on March 26, 2019. The workgroup report is attached as Appendix C. The team continues to further discuss the status of any additional progress and/or reassessment of goals, strategies and objectives at each meeting. The revitalized L.O.G.I.C. committee is critical for us launching our new CHIP initiative.

Strategic Issue Area #1: Implement Public Health Initiatives in Target Population

Goal 1: Identify and precisely define two neighborhoods within Putnam County that will be addressed through an environmental health model of public health implementation focusing on Adult and Youth Nutrition/Exercise/Obesity; Adolescent Health; Mental Health; and Oral Health within Putnam County that will be addressed through an environmental health model of public health implementation focusing on Adult and Youth Nutrition/Exercise/Obesity; Adolescent Health; Mental Health; and Oral Health.

Key Partners: Palatka Housing Authority, Palatka Police Department, Faith-Based Partners, Putnam County School District (PCSD), Keep Putnam Beautiful, Edgar Johnson Senior Center, Putnam Health and Fitness Center in Pomona Park, DOH-Putnam

Why this is important to our community:					
One of the main barriers to improving community-wide health outcomes is in the inability to access available resources. Causes of inaccessibility include, but are not limit to, poverty and low health literacy. These social determinants disproportionately affect low income groups.					
Objective	Indicator	Current Level	Target	Status	Explanation of Status*
1.1: Select two Neighborhoods and a Lead Agency for each to guide and lead initiatives to address community health.	Two neighborhoods will be selected with precise geographic boundaries by November 1, 2014.	5	2		1.1.1 Priorities have changed concerning this objective and recommend deleting or rewording as we now feel a CHIP needed to be broader in scope.
	After reviewing areas in which we could have the most access and make the most impact. We picked the Palatka Housing Authority (PHA), the City of Palatka and the Putnam County School District as areas of focus. In 2018 we added the Edgar Johnson Senior Center and the Putnam Health and Fitness Center (Pomona Park) for DSME classes				1.1.2 3 leads selected: PHA-Aaron Robinson; City of Palatka- Palatka Police Department (Palatka Pride); PCSD-Superintendent
					1.1.3 Ongoing, with very successful events held. Resident committees are on schedule and ongoing. *Womens Empowerment at PHA in April *With PHA, Palatka PD and DOH-Putnam in May we hosted a National Night out at Ragsdale Neighborhood. *3 rd Annual County Wide CleanUp “Clean it UP, Green it UP” in May. *Palatka Pride clean up efforts from February to ending with a

					Fall Festival at Hank Bryant Park in October
<p>1.2: Conduct a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of the selected neighborhoods.</p>	<p>These are not objectives but action items and will be addressed in the next CHIP review.</p>	<p>Entire County</p>	<p>3</p>		<p>1.2 On-Going (see accomplishments section)</p> <p>1.2.1 In Partnership with Palatka Pride and the PHA we are addressing access to recreational facilities, clean-ups of neighborhoods; crime, transportation and food deserts.</p> <p>1.2.2 DOH-Putnam continues to update the CHA based on community input. Issues to address remain the same from the last CHA.</p> <p>*DOH-Putnam, working with DOH-Duval completed the Community Health Status Assessment and the Community Themes and Strengths assessment. We completed the Forces of change with the Putnam Strategic Plan workshop with the Department of Economic Opportunity. We are currently working on the Local Public Health Systems Assessments. Upon completion we will begin the process of writing a new Community Health Improvement Plan for 2018.</p> <p>1.2.3 The Putnam First Cancer Fund and DOH-Putnam Applied and received a Florida Breast Cancer Grant to educate youth on the need for early detection.</p> <p>*Woman's Empowerment Day was held at the PHA in March 2018</p> <p>*We are hosting a #Palatka Pride Clean up every month in different parts of Palatka</p>

					1.2.4 A Putnam Forward initiative was begun with the help of Congressman Yoho to address Economic development in Putnam County.
1.3 Seek funding to support health initiatives	Develop resources needed to prepare and submit three-four state, federal, or major private grant requests annually by January 1, 2015 .	15	3	 	<p>1.3.1 DOH-Putnam in collaboration with Community Partners has written or sponsored 17 grants in 2018.</p> <ul style="list-style-type: none"> *DSME grant continuation *PHA grant (safety grant) *Heart Health Plus Grant *FI Healthy Babies with PCMC (hospital) *Agreements with FQHCs (Azalea and Palms) for Mamography *Florida Breast Cancer grant for PFCF * Oliver Foundation for Sitting services for PFCF survivors. *Clay Electric Operation Round up for PFCF sitting services for cancer survivors. *Oliver Foundation Trails Grant (PB&T) * Doppelt Family Foundation Trails Grant (PB&T) **Homeless Coalition grant (not funded). *United way grant PFCF *CDG for Bartram Frolic *Letters of Support for VOCA – lee conley house VOCA – PCSO VOCA – VIPP <p>1.3.2 On-going reporting to LOGIC every 2 months.</p>

Strategic Issue Area #2: Obesity/Nutrition/Physical Fitness

Goal 2: Implement Adult/Youth Nutrition and Physical Exercise Programs to reduce the prevalence of obesity – related health factors

Key Partners: City of Palatka, DOH-Putnam, Putnam County School District, Putnam Community Medical Center, Palatka Housing Authority, Keep Putnam Beautiful, Putnam Blueways and Trails; the Bartram Society; Farm to Family Program, local OB-GYNs, Azalea Health (FQHC), UF-IFAS and Elder Options.

Why this is important to our community: The obesity rate in Putnam County is 38% compared to the state level of 26%. An opportunity exists to improve the obesity rates in children and adults in Putnam County and to reduce the proportion of children and adults who are obese to align with the state levels as reflected in Florida Charts.

Objective	Indicator	Current Level	Target	Status	Explanation of Status*
2.1: Implement Strategic Planning activities related to Adult/Youth Nutrition and Physical Exercise in the targeted neighborhoods	Conduct neighborhood-level baseline surveying of residents (two targeted neighborhoods and Palatka Housing Authority) to determine % of adults w/ Diabetes who have received self-management education; and other Nutrition, Breast Feeding or Physical Activity	>10	3		2.1.1 Baseline surveys were conducted with DOH Staff, the the senior center, at the Rotary Health Fair and other community outreaches for Diabetes, Heart Health, Nutrition, Smoking cessation and Physical Activity. *DOH-Putnam operates a 6 week DSME Program. * We are also working with Elder Options to refer patients and to promote the DSME Class. Other partners are: Azalea (FQHC) and UF-IFAS who hosts a Diabetes Prevention Program.
	In 2018 we added the Edgar Johnson Senior Center and the Putnam Health and Fitness Center (Pomona Park) for DSME classes				*DOH-Putnam was selected by CDC as a county to start a Diabetes Prevent Program (DPP). We are partnering with UF/IFAS to get their program accredited for Putnam County. *We provided health education at the Women’s Empowerment Event in March 2018. 2.1.2; 2.1.4 On-going: Youth BRFSS data was used for youth targets as the studies are conducted in the school district.

				   	<p>2.1.3 Ongoing; all WIC clients receive breastfeeding info; BF classes are held at DOH-Putnam, Crescent City and Interlachen; all prenatal clients meet with peer counselor.</p> <p>Our target to open a WIC office at the Palatka Housing Authority has been postponed to 2018.</p> <p>*WIC has given 2 classes at PHA promoting physical activity.</p> <p>*A high percentage of mothers/families that live in the housing authority homes get breastfeeding education and support through classes they attend at the Palatka WIC office</p> <p>2.1.5, 2.1.6, 2.1.6B, Not on schedule. These are questions for our future BRFSS.</p> <p>2.1.7 On-going reporting to LOGIC every 2 months</p>
<p>2.2: Implement Public Policy initiatives related to Adult/Youth Nutrition and Physical Exercise in the targeted neighborhoods</p>	<p>Public Policy Initiatives implemented: #Palatka Pride, Putnam County School District and Palatka Housing Authority</p>	<p>Entire County</p>	<p>3</p>		<p>2.2.1 On-going. We collaborate with the School District, UF-IFAS, DOH, the State agri-science programs and federal programs to assist with educational materials for public distribution.</p> <p>* Distribution of “Spill the Water” campaign aimed at youth.</p> <p>*Decontamination of Wells during Hurricane Irma was shared across the county via Social Media with the aid of DOH, PCSD, PPD, EOC</p> <p>*Putnam County’s Bartram Trail received a Designation as National Trail.</p> <p>*Zika flyers were handed out to Putnam County residents and for</p>

					<p>distribution at all convenience stores.</p> <p>*DOH-Putnam and PHA working to be Smoke free. Policy signed in 2018.</p> <p>* The 2017 Healthy Weight Community Champions were: the City of Crescent City; the Town of Pomona Park; Town of Interlachen; Town of Welaka and Putnam County who were recognized for their efforts to impact the health environment of their communities. We will reapply in 2019.</p> <p>*DOH-Putnam "Food for Thought" Campaign sends out a widespread monthly (more often if issues arise) blog to community partners and citizens. Several Stories have been highlighted by local newspapers.</p>
		2	2	 <p>2.2.2 Complete BMI assessments on all school-aged children. School Health screens all youth for medical efforts as part of our partnership with the schools.</p>	
		8	3	 <p>2.2.3 On-going. We attend SHAC and Wellness Meetings with the Putnam County School District.</p> <p>*PSCD has been recognized at the SILVER level for May 2017 through April 2019.</p>  <p>2.2.4 On-going. In Partnership with Palatka Pride and the PHA we are addressing access to recreational facilities, clean-ups of neighborhoods; crime, transportation and food deserts.</p>  <p>2.2.5 Not on target to establish healthy food checkout lanes with local grocers</p>	

					2.2.6 While PACE-EH have not been established in specific neighborhoods; we have implemented in collaboration with Keep Putnam Beautiful, a yearly county wide clean up that is benefiting the entire county.
2.3: Implement Programmatic initiatives related to Adult/Youth Nutrition and Physical Exercise in the targeted neighborhoods.	Programmatic Initiatives Implemented.	1. 3 per month	12	 	<p>2.3.1 On-Going. Regular nutrition and physical exercise trainings occur all year in WIC and Healthy Families Putnam Programs. DOH-Putnam collaborates and attends PHA, Library and Faith Based outreaches each month through the year.</p> <p>2.3.2 On-Going. City of Palatka has approved ordinances for a produce truck for a Farm to Family Program.</p> <p>*Via USDA and faith-based organizations, food distributions are occurring across the county in Crescent City, Palatka and Interlachen.</p> <p>* Farm Share began food distributions in March 2018 in Palatka and has expanded to the neighboring counties that impact Putnam (Hastings)</p> <p>* Ride Solutions has added routes to provide access to shopping for citizens.</p> <p>2.3.3 On-Going. Community gardens were established at Middle Burney Elem School in Crescent City and at Ochwilla in Interlachen, one at PHA, and 2 in Palatka by DOH (WIC and Westover).</p> <p>*DOH-Putnam has established two (2) community gardens for local residents. A portion of the vegetable and herb harvest are donated to the local Bread of Life food pantry.</p>
		5	3		

		5	3		<p>2.3.4 On-Going. Senior Centers in most municipalities have developed indoor recreation programs (and pickle ball courts) that serve the residents.</p> <p>*Our HW Partner in Pomona Park has organized Pickle ball teams from various parts of the county that play regularly.</p>
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Strategic Issue Area #3: Chronic Disease and High Risk Behavior

Goal 3: Implement Adolescent Health programs to reduce the prevalence of chronic disease and high risk behavior among adolescents

Key Partners: DOH-Putnam, the Putnam County School District, the City of Palatka, St. Andrew's Church, Putnam Community Medical Center, St. Johns River State College, Palatka Housing Authority, Putnam County Community Alliance, Ravine Gardens State Park, Putnam County Sheriff's Office (PAL Programs), SWAT, St. Johns River State College, Putnam County Library System, Putnam County Safety Services (DCF); System of Care -Transitional Youth Program, Putnam First Cancer Fund

Why this is important to our community:

Ensuring everyone has access to care protects the larger community from preventable and costly disease. Public Health is the frontline for investigating and containing disease outbreaks, educating and protecting the public from emerging communicable diseases.

Objective	Indicator	Current Level	Target	Status	Explanation of Status*
3.1 Implement Strategic Planning activities related to Adolescent Health in the targeted neighborhoods in conjunction with 2.1, 2.2, and 2.3, above.	After reviewing areas in which we could have the most access and make the most impact. We picked the Palatka Housing Authority (PHA), the City of Palatka and the Putnam County School District as areas of focus.	3	3		3.1 On-going See notes for Objectives 2.1, 2.2, and 2.3 above.
3.2 Implement Public Policy initiatives related to Adolescent Health in the targeted neighborhoods.					3.2 On-going. With Putnam County School District initiated sexual health services and sexual health education curriculum for middle and high schools Teachers and School counselors. We are working on a pilot for 6 th grader education following our #Teens4Health model.

<p>3.3 Implement Programmatic Initiatives related to Adolescent Health in the targeted neighborhoods</p>					<p>3.3 On-going. We have developed training in the management of chronic diseases for adults and youth for HPV, Breast Cancer, Zika, Safe Dating, Safe Driving, #Food for Thought blogs, Diabetes Education, Safe Sleep, Water Safety (ads)</p> <p>* At the Rotary Club of Palatka's Health Fair, DOH-Putnam team members provided information on Violence Intervention and Prevention; Breast and Cervical Cancer; HPV, Diabetes Management; Tobacco Prevention; WIC; Healthy Families and Healthy Weight.</p> <p>*2nd Annual #GirlsCAN in March and #BoysCAN2 in November. We were honored to have Surgeon General Dr. Celeste Philip as a panelist for the GIRlsCAN event.</p> <p>*Partnered with a Mobile Mammography group to increase access to care in 11 rural counties served by DOH-Putnam</p> <p>*Hosted PHA Data Busters mentoring program for high school students and focused careers in Public Health.</p>
					<p>*The Putnam First Cancer Fund (PFCF) was formed in 2016 because of collaborations between DOH-Putnam and the Cancer Center of Putnam. A 501©3 was formed to assist Putnam citizens to receive diagnostic testing that was not covered by DOH's Breast and Colon Cancer Programs. This year 66 individuals reached out for help. 55 were vetted and received financial assistance for diagnostic testing, sitting services or emergency financial matters (See Appendix D).</p>

Strategic Issue Area #4: Mental Health Programs

Goal 4: Implement Mental Health programs to reduce the prevalence of risk factors for mental health, substance abuse and other and high risk behavior among youth and adolescents

Key Partners: Stewart Marchmann Act, Putnam County Community Alliance, Juvenile Crime Prevention Office, DOH-Putnam, Circuit 7 Behavioral Health Team, Lee Conlee House; The Putnam Sexual Assault Response Team (SART); PHA Data Busters, CDS Family and Behavioral Health Services; Project Praise (PCSD Homeless Group); Homeless Coalition

Why this is important to our community:

About one in every five U.S. adults — or more than 43 million people — experience mental illness in a given year. And one in five youth ages 13 to 18 experiences a severe mental disorder at some point in their lives. Mental illness is associated with billions of dollars in care and lost productivity each year.

Objective	Indicator	Current Level	Target	Status	Explanation of Status*
4.1 Implement Strategic Planning activities related to Mental Health in the targeted neighborhoods in conjunction with Strategies 2.1, 2.2, and 2.3, above.	After reviewing areas in which we could have the most access and make the most impact. We picked the Palatka Housing Authority (PHA), the City of Palatka and the Putnam County School District as areas of focus.				On-going. See notes for strategies 2.1, 2.2, and 2.3 above.
4.2 Implement Public Policy initiatives related to Mental Health in the targeted neighborhoods.		Entire County	3	 	4.2.1 Putnam is part of the Circuit 7 Community Alliance. With DCF we have started a program for the DCF System of Care to address youth that are transitioning out of care. This is particularly difficult as the Medicaid Region 3 and the Legal Circuit 7 do not have any interactions with each other in Putnam. *SOC transitional youth program has hired a counselor to work with youth who are aging out of the DCF system. 4.2.2 Completed. The Mental Health Consortium was meeting on a regular basis. They determined to

Strategic Issue Area #5: Oral Health

Goal 5: Implement Oral Health programs to reduce the prevalence of chronic disease and high risk behavior among adolescents

Key Partners: Dr. Eric Jump, Dr. Johnny Johnson (ADA), DOH-Putnam, Putnam County School District, Courtney Carter-Project Praise, Jim Roach, DOH-Dental Bureau, Dr. Richard Williams, Maternal, Infant & Child Health, City of Palatka, the Florida Baptist Mobile Dental Ministry Clinic and the FreeD.O.M. Clinic USA

Why this is important to our community:

The impact of Good Oral Health goes well beyond the mouth. Poor oral health has been substantially linked with diabetes, heart valve infections, lung disease and pre-term births. Poor Oral Health is a contributor to poor school attendance and affects funding levels for our schools. It also affects emergency room visits for dental complaints. The key is to identify needs and provide care before the problem escalates.

Objective	Indicator	Current Level	Target	Status	Explanation of Status*
5.1 Implement Strategic Planning activities related to Oral Health in the targeted neighborhoods in conjunction with Strategies 2.1, 2.2, and 2.3, above.	After reviewing areas in which we could have the most access and make the most impact. We picked the Palatka Housing Authority (PHA), the City of Palatka and the Putnam County School District as areas of focus.				On-going. See notes for strategies 2.1, 2.2, and 2.3 above.
5.2 Implement Public Policy initiatives related to Oral Health in the targeted neighborhoods		1	1		5.2.1 Completed; Dental Sealant Program approved by School District & MOU signed.
5.3 Implement Programmatic initiatives related to Oral Health in the targeted neighborhoods.					5.3.1 On Going. We provide oral health training to children and adults at PHA community centers, schools, and churches serving residents of the targeted neighborhoods. *DOH-Putnam partnered with Florida Baptist Mobile Dental Ministry Clinic and FreeD.O.M. Clinic USA to address the growing need to care for the indigent,

				 <p>uninsured and underinsured in Putnam County.</p> <p>5.3.2 On-going School Based Dental Sealant program has been established. For 2018 we are partnering with DOH-Columbia for Dental Hygienists to provide the services.</p> <p>We were able to hire a part time Dental Hygienist to run our SBDS program. We are now working to expand outside Palatka.</p>  <p>5.3.3 Continue community education on the benefits of fluoride on oral health.</p> <p>*Dental education was provided by local dentists at the Palatka Rotary Health Fair and Dental supplies were handed out to students at the beginning of the school year "back to school program.</p>
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Revisions

The plan rolled out in September 2014, since then the team has reviewed the progress of the measures bimonthly. As of the March 2019 Annual Review, no changes were made to the planned goals and strategic objectives. We are working with two vendors for a new CHIP. During the next review cycle we will need to update the target dates to reflect the new 3 year plan. Some objectives were due to complete before the new 2014 plan was rolled out. There have been no other substantial revisions made to the 2014 CHIP.

Accomplishments

Progress toward goals is monitored and tracked through the implementation reporting tool, so that an implementation report exists. Information regarding accomplishments and success stories was derived from the reporting tool to contribute to this report.

Below are accomplishments which are testaments of success regarding specific goals and objectives of the Putnam County Community Health Improvement Plan. One is an initiative which was started as a pilot project and is now being expanded; another as a new program which led to changes in policy and procedure to increase breastfeeding rates in Putnam County. Others highlight the collaboration between community partners to achieve the objectives stated or a side benefit. The result of collaboration between community partners increases the health benefit to residents of the county and opportunity for care and health education in strategic areas and populations.

Detailed stories follow the table below, highlighting the efforts of the collaborative partnerships to achieve these successes, the outcomes and the ongoing effects.

Goal	Objective	Accomplishment
1. <i>Implement Public Health Initiatives in Target Population</i>	1.2 Conduct a SWOT (Strengths, Weakness, Opportunities, and Threats)	<p>In February of 2016, the Florida Department of Health in Putnam County participated in the kick-off of the Putnam County Economic Development Strategy. We also participated in the asset mapping exercise conducted by the Department of Economic Opportunity. Phase 1: The Competitive Assessment was a thorough evaluation of Putnam County's competitive position. Over 90 stakeholders participated in public meetings, focus groups, interviews, SWOT Assessment and Asset Mapping efforts.</p> <p>This led to an effort in August of 2018 where the Department of Economic Development selected Putnam County as part of a 12-County Initiative to improve economic development goals. Key factors for Putnam County are: Infrastructure and Transportation, Quality of life (access to fresh foods), Economic Growth and Development; and finally, Workforce Training and Education (access to employers in Putnam County).</p> <p>Each Participant was asked about resources that would be identified and committed to the process. DOH-Putnam effort is attached as Appendix C.</p> <p>Mary Garcia and Carol Kazounis participated in Age Friendly Symposia held in Orlando on October 5,</p>

2018. It is critical for Putnam County to link with the State Department of Elder affairs to be able to allocate federal funds to transportation for seniors.

How it's important for our community:

The Florida Department of Health in Putnam County had the unique opportunity to participate in the development of the Putnam County Economic Development Strategy.

Despite abundant natural resources, a high quality of life, and numerous business opportunities, at times it has seemed that Putnam County has been left behind during this regional boom. The county lost both population and jobs, new home construction has been flat, and local schools face performance challenges.

These and other challenges – perceived and real – in Putnam County have led to negative reporting throughout Florida and the compounding of a poor image of the community to both residents and outsiders.

Recognizing the need to face these perceptions and challenges, Putnam County and State leadership worked with the Florida Department of Economic Opportunity (DEO) to issue a Competitive Florida Partnership grant to help Putnam County find creative solutions to foster a vibrant, healthy community.

2. Implement Adult/Youth Nutrition and Physical Exercise Programs to reduce the prevalence of obesity-related health factors.

2.1.3 Increase the number of infants breastfed in Putnam County.

Putnam's 3rd Annual Community Baby Shower addresses high obesity rates, nutrition and personal behaviors that affect infant mortality.

DOH-Putnam, Putnam County Medical Center (PCMC) and Healthy Start hosted the third county-wide Community Baby Shower for new and expectant mothers. The goal of the community baby shower is to promote education, support and praise to our breastfeeding moms

Over 90 moms participated in the education event which started with a tour of the hospital's Birthing Facility. The moms, babies and families then visited education stations to learn about Healthy Infant growth and development, ZIKA and travel advisories; the effects of Toxins and Smoking on babies, Medication Safety; Car Seat Safety; Post-Partum Depression: New Baby Born Care: Breastfeeding; Health Foods and Nutrition; Healthy families Safe Sleeping Strategies (SIDS) and Dental Care.

The event was a success due to partner and community involvement. Each mom received a goody bag, diapers and baby wipes along with the educational material. We gave away 30 nursing covers, 15 large hot/cold compresses, and over 160

small hot/cold. Door prizes ranged from diaper cakes, pack and plays, bassinets, to the grand prize of a stroller/car seat combo. PCMC provided refreshments for attendees and their families. This is a #LiveWellPutnam initiative.

Celebrated World Breastfeeding Week for new moms with a diaper cake.

How it's important for our community: Our community partnerships help educate mothers-to-be that DOH-Putnam and PCMC can provide the adequate care and support for both mother and baby in Putnam County.

During the year, we were able to successfully reach our goals. From December 2017 to December 2018 our breastfeeding rates went from 74.3% to 79.14%.

With some of our success, we partnered with the hospital and hosted a support group in the afternoon once a week. We have seen an increase in class and support group participation when we began to offer them at all 3 sites and changing the support group times from afternoon to midmorning, but discontinue the classes at the offsite due to staffing.

We reached out to the black churches in the community to try and collaborate with them and host a community tea party, even though we did not get much feedback, if we would have networked more this even would have been very beneficial to the community and getting the word out about breastfeeding.

Moving forward, we have a new breast feeding coordinator that is also a Nutrition Educator who will continue with the classes and support groups; network with other organizations within the community; continue to support breastfeeding and spread the word on how beneficial it is for both mom and baby. Increase out breastfeeding rates to 80% before December 2019.

<p>2. Implement Adult/Youth Nutrition and Physical Exercise Programs to reduce the prevalence of obesity-related health factors</p>	<p>2.1.3 Increase the number of infants breastfed in Putnam County.</p>	<p>Putnam has been aggressively working with our local hospital, Healthy Families Putnam, our Violence Intervention and Prevention Program and Healthy Start (FQHC). We also market safe-sleep, drowning prevention, etc.</p> <p>It is important to note that the efforts with our community partners has also had an effect in reducing the infant mortality rate from 12.0% in 2014 to 8.3 % in 2017 (most recent data.)</p> <p>Our efforts to reduce racial disparity in infant mortality are also important. The Black/Other rate in 2014 was 19.2%; the 2017 rate is 12.4%.</p> <p>Our goal was to reduce the infant mortality gap from 2.25 in 2014 to below 2.0 the data for 2017 shows the mortality gap at 1.85 for 2017.</p>
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How it's important for our community: In addition to giving us key information about maternal and infant health, the infant mortality rate is an important marker of the overall health of a society. All babies should have the opportunity to live and be healthy.

3. Implement Adolescent Health Programs to reduce the prevalence of Chronic Disease and high risk behavior among adolescents

3.2.2 Develop adolescent peer group counselling programs for high risk girls, aged 12-19 in targeted neighborhoods

In order to address the growing number of young women who were being referred into truancy court The Putnam Courts, The St. Johns River State College, DOH-Putnam and other women in the community to create an event that encouraged 9th and 10 grade girls to interact with successful women and help them plan a course for success.

In March 2018, more than 200 young women were witness to powerful messages of encouragement during Putnam County's annual "Girls CAN" event held at St. Johns River State College. Over 80 remarkable women of varying professions volunteered to share how their unique paths and personal challenges led to their current professional roles. Surgeon General Dr. Philip served as a panelist and shared her unique path that led her to Public Health.



Guest panelists included Celeste Philip, Surgeon General - Secretary of the Florida Department of Health; Rebecca McClain, Director of Marketing - Porsche Financial Services; and Tracey Kelley, Environmental Specialist - Georgia-Pacific Consumer Operations; and Dr. Andrea Findlater; Barbara Brown, Chief Technologist - Kennedy Space Center Exploration Research and Technology.

How it's important for our community: Addressing health issues affecting youth and adolescents is critical to prevention of high risk behaviors and substance abuse, which can contribute to individual health and a healthy community as a whole.

This effort was so well received by the students, School District and the community as a whole, that a Boys CAN2 effort has also been launched with 9th and 10th grade young men.

4. Implement Mental Health Program to reduce the prevalence of risk factors for mental health, substance abuse and other high risk behaviors among youth and adolescents

4.3 Implement Programmatic initiatives related to Mental Health in the targeted neighborhoods

The DOH-Putnam Violence Intervention Prevention Program (VIPP) sponsors 6 week Trauma Support Groups for Children and their caregivers throughout the year. This program is a two-pronged family system to support children experiencing trauma as a result of abuse/assault, and assist their non-offending caregivers to understand and respond to the needs of their children.

VIPP participates in monthly Sexually Assault Response (SART) meetings with community agencies to provide basic services to sexual violence victims.

How it's important for our community: Addressing issues affecting youth and adolescent's self-esteem and mental health is critical to prevention of high risk behaviors and substance abuse, which can contribute to individual health and a healthy community as a whole.

5. Implement Oral Health programs to reduce the prevalence of chronic disease and high risk behavior among adolescents

5.3 Implement Programmatic initiatives related to Oral Health in the target neighborhoods

DOH-Putnam continues to partnered with Florida Baptist Mobile Dental Ministry Clinic and FreeD.O.M. Clinic USA to address the growing need to care for the indigent, uninsured and underinsured in Putnam County. OH-Putnam granted sovereign immunity to volunteers provide dental, optical and medical care.

On May 2018, Florida Baptist Mobile Dental Ministry Clinic brought the mobile dental bus to provide free dental care to over 100 Putnam residents.

In May 2018 we partnered with DOH-Columbia who has a Hygienist. A total of 43 students received dental assessments, fluoride varnish, oral hygiene instruction and sealants. In August 2018 we hired an OPS RDH on staff who is in the process of setting up the School Sealant Program for 2019. Program will expand to outlying areas in Putnam County including Crescent City and Interlachen. Target area is 2nd and 6th graders.

How it's important for our community: Oral health is crucial to the prevention of chronic conditions and is important to establish good oral health practices with children and adults which in turn will lead to a healthier life. This impacts the community by the avoidance of chronic disease, and the reduction emergency room visits and hospitalizations

Conclusion

The CHIP serves as a roadmap for a continuous health improvement process for the local public health system by providing a framework for the chosen strategic issue areas. It is not intended to be an exhaustive and static document. We will evaluate progress on an ongoing basis through quarterly CHIP implementation reports and quarterly discussion by community partners. We will conduct annual reviews and revisions based on input from partners and create CHIP annual reports each year by Month, Year. The CHIP will continue to change and evolve over time as new information and insight emerge at the local, state and national levels.

By working together, we can have a significant impact on the community's health, improving where we live, work and play and realize the vision of a healthier Putnam County.

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Appendix A

Comprehensive List of Community Partners

Mary L. Garcia
Administrator
Putnam County Health Department

Chris Mosely
Chief Executive Officer
Putnam Community Medical Center

Whitney Rigdon, DON
Putnam Community Medical Center

Kena Foster RN, SANE/A, SANE/P,
FNCC
Senior Community Health
Nursing Director
Putnam County Health Department

Carol Kazounis, MS, RD, LD/N
WIC/Chronic Disease Program Director
Putnam County Health Department

Larry Harvey
Commissioner
Putnam Board of County Commissioners

John Bergquist
Mayor
Town of Pomona Park

Gordon Sands
Mayor
Town of Welaka

John Nelson
Executive Director
Palatka Housing Authority

Rosemary Anderson
President
Arts Council of Greater Palatka

Sheila McCoy
Executive Director
Palatka Christian Service Center

Benjie Bates
Partner - Bates Hewitt and
Board Member
Stewart Marchmann-Act Behavioral
Healthcare

Laura M. Spencer
President & CEO
Rural Health Care, Inc.
d/b/a Family Medical & Dental Centers

Deborah Wood, BSN, MBA, HCRM
Vice President &
Clinical Operations Officer
Rural Health Care, Inc.
d.b.a. Family Medical & Dental Centers

Kraig McLane, AICP
Vice-Chairman
Putnam County Trails Council

Tom J. Rodgers
Pastor
Bethlehem Baptist Church

Blythe Bird
United Way

Cyndy D'Agostine
Putnam County Health Department

David Powell
Tobacco Coordinator
Putnam County Health Department

Joanne O'Neil
Program Manager
Putnam County Health Department

LOGIC

Palatka Pride

Keep Putnam Beautiful

Putnam County Sheriff Department
Putnam County Emergency Operations
Center
Putnam Blueways & Trails
UF-IFAS
UF Clinical and Translational Science
Institute
Lee Conlee House
Circuit 7, System of Care

Melissa Miller
Senior Vice President/General
Counsel/Executive Director
St. Johns River State College
Judge Patti Christensen
Seventh Judicial Circuit
Elder Options
Randy Terry
Coordinator
Healthy Start/Azalea Health

L.O.G.I.C.
“Local Government in Cooperation”

1/31/2018--Wednesday

MEETING LOCATION: Palatka Municipal Golf Course, Moseley Avenue

FACILITATOR:

Buddy Goddard, Commissioner, Putnam County

- Welcome
- Invocation
- Pledge of Allegiance
- Recognize Attendees

TASKS for this meeting:

- Reports from Work Groups and members: UPDATE LOGIC SUB-COMMITTEE LISTING
 - ✓ Economic Development Education
 - ✓ Health
 - ✓ Transportation
 - ✓ Communication
 - ✓ Public Safety
- Reports from Members: County, Municipalities, and LOGIC Members
- Further Business, establish next meeting date (Wednesday, 3/28/2018 @ 10:00am) and Adjourn



L.O.G.I.C.

Local Governments in Cooperation

Wednesday, March 28, 2018

1715 Moseley Avenue

Palatka, FL 32177

10:00 A.M

AGENDA

1. **Call to Order** – Commissioner Buddy Goddard, Chairman
 - Welcome
 - Invocation
 - Pledge of Allegiance
 - Introductions
2. **Guest Speakers**
 - Shelia McCoy, Christian Services
3. **New Business**
 - a. 2018 Healthy Weight Community Champions - *Mary Garcia, Florida Department of Health Putnam County*
 - b. Interlocal Agreements for Animal Control – *Mayor Brett Peterson, Crescent City*
4. **Open Discussion/ Updates/ Reports**
5. **Future Meeting Information**
 - a. Next Meeting Date: **5/23/2018**
 - i. **NOTE:** *LOGIC is a public meeting. As such, minutes are taken and advertisements are required prior to any meeting taking place or business being discussed. If a member would like to request a change in the date, time, or location of the meeting, it should be discussed with Staff so proper measures can be taken to comply with the Sunshine Laws.*
 - b. Any items requested to be placed on the Agenda for the May 23rd meeting should be emailed to amanda.gabriel@putnam-fl.com prior to May 15th.

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C. COMMITTEE
WEDNESDAY, MARCH 28, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Committee met in scheduled session on Wednesday, March 28, 2018, at 10:00 a.m. at Palatka Municipal Golf Course, Palatka, Florida.

Present were: Commissioner Terry Turner, District 3; Commissioner Bill Pickens, District 1; Terry Suggs, County Administrator; Press Tompkins, Public Works Director, Kevin Powell, Interim Director, Lisa Suarez, Enforcement Division Supervisor, Planning and Development Services, Putnam County; Mayor Terrill Hill, Zariah Folston, City Manager; Betsy Driggers, Clerk, City of Palatka; Chief Jason Shaw, Palatka Police; Mary Garcia, Putnam County Health Department; Mayor Brett Peterson, Crescent City; Michael Leonard, Palatka Daily News; Rick Surrency, Superintendent of Schools; Tim Parker, Property Appraiser; Jim Bush, Florida Power & Light; Jim Troiano, St. Johns River Water Management District.

Also Present: Rosemary Anderson; Brandon Oliver, Palatka Daily News; Carolyn Bennett; Sheila McCoy, Heart of Putnam; Andre VanHeerden, Clay Safety Net; Aaron Robinson, Palatka Housing Authority; Brandon Oliver, Palatka Daily News; Amanda Gabriel, Executive Assistant to the County Administrator and Toni Weaver, Deputy Clerk.

CALL TO ORDER

The Putnam County L.O.G.I.C. Meeting was called to order by Commissioner Pickens at 10:03 a.m.

INVOCATION/PLEDGE OF ALLEGIANCE/INTRODUCTION

Reverend Sheila McCoy offered the Invocation and Commissioner Bill Pickens led the Pledge of Allegiance, and round-table introductions followed.

APPROVAL OF MINUTES – JANUARY 31, 2018

On Motion of Commissioner Turner, Seconded by Mr. Tompkins, the Committee approved the January 31, 2018, L.O.G.I.C. Committee minutes, as presented.

(Visit main.putnam-fl.com to view Minutes)

GUEST SPEAKERS

HEART OF PUTNAM – SHEILA MCCOY

Ms. McCoy discussed the Christian community's attempts to develop and organize public services. She discussed how other counties have organized such services and presented a Proposal to Partner in Establishing and Sustaining a Countywide Social Service Network, the Putnam Safety Net Alliance. She stated Congressman Yoho prefers to consider collaborative faith based projects versus individual projects, and discussion continued.

Andre VanHeerden, Clay Safety Net, discussed the proposed partnership to establish countywide social services. He discussed how Clay County partners with its faith based community to provide social services.

Terry Suggs, Putnam Count Administrator, joined the meeting at 10:17 a.m.

Discussion regarding the proposed Putnam Safety Net program continued.

(See Supplementary File for copy of Information)

NEW BUSINESS

HEALTHY WEIGHT COMMUNITY CHAMPIONS PROGRAM

Ms. Garcia discussed the County's annual submission of data to acquire designation as Healthy Weight Champions and brief discussion continued.

INTERLOCAL AGREEMENT FOR ANIMAL CONTROL

Commissioner Pickens suggested moving the discussion of this agenda item to a future Board of Commissioners Workshop.

Mr. Suggs stated County Staff would meet with Crescent City Officials to discuss the matter.

OLD BUSINESS

COMMITTEE DIRECTION DISCUSSION

The Committee had a lengthy discussion regarding the history, function and current direction of the L.O.G.I.C. Committee.

Commissioner Pickens suggested returning to the Committee's original focus of communication among the governments and organizations.

Mayor Hill suggested the Committee develop a strategic plan moving forward.

Mr. VanHeerden discussed Lake County's program and stated they hired a full-time Project Manager who acts as a liaison between entities.

General discussion regarding refocus of the L.O.G.I.C. Committee and Safety Net continued.

Mayor Hill stated he would bring strategic planning options back to the Committee for discussion.

Mr. Bush suggested an Ad Hoc Strategic Planning Committee to proceed.

Mayor Hill discussed the possible reorganization of the Committee with election of a Chairman by the committee body, not appointment, and the need for a working document for the committee to work from as members change.

Following discussion, on Motion of Mayor Hill, Seconded by Ms. Garcia, the Committee unanimously agreed to establish an Ad Hoc Strategic Planning Committee, with the following members: Rosemary Anderson, Mary Garcia, Jim Bush, Jim Troiano, Press Tompkins, Commissioner Bill Pickens and Mayor Terrill Hill.

PUTNAM COUNTY PUBLIC WORKS JOB VACANCIES

Mr. Tompkins discussed difficulties filling vacant positions within Public Works and asked the Committee for suggestions as to how to better inform the community of the employment opportunities available.

Discussion regarding personnel recruitment challenges followed.

Dr. Surrency discussed an appropriations request made to Congressman Yoho's Office by the School District for funding to start vocational education programs.

Discussion continued.

FLORIDA POWER & LIGHT

Mr. Bush gave a brief report of the solar farm project.

ST. JOHNS RIVER WATER MANAGEMENT DISTRICT

Mr. Troiano discussed district cost share rankings and the importance of water conservation in observation of Water Conservation Month.

PUTNAM COUNTY SCHOOL DISTRICT

Dr. Surrency discussed the award of funding for the district's manufacturing program.

CITY OF PALATKA

Mayor Hill discussed the availability of on-site dental services at the Seventh Day Advent Church on June 24, 2018, organization of community leaders for a Shareholder's Meeting to discuss issues relating to school violence, mental health and homelessness. He also discussed his interest in partnering with the church for community use of its facilities in the future.

Ms. Driggers discussed the March of Dimes Walk at the Riverfront, April 21, 2018.

CRESCENT CITY

Mayor Peterson discussed the Catfish Festival April 4-6, 2018 and brief discussion followed.

PUTNAM COUNTY ANIMAL SERVICES

Mr. Powell stated that 22 dogs have been spayed/neutered through a program with Pitt Sisters and First Coast No More Homeless Pets and brief discussion followed.

PALATKA DAILY NEWS

Mr. Leonard endorsed the Strategic Plan concept, and encouraged communications between all entities and the Palatka Daily News.

NEXT MEETING

The next meeting of the L.O.G.I.C. Committee will be held Wednesday, May 23, 2018, at 10:00 a.m., at the Palatka Municipal Golf Course, Palatka, Florida.

ADJOURN

There being no further business to discuss, the L.O.G.I.C. Committee meeting was adjourned at 11:34 a.m.

Minutes By: Deputy Clerk, Toni Weaver.

DRAFT

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C.
STRATEGIC PLANNING
AD HOC COMMITTEE
WEDNESDAY, APRIL 18, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Strategic Planning Ad Hoc Committee met in scheduled session on Wednesday, April 18, 2018, at 9:00 a.m. at the City of Palatka Annex Building, 205 N. 2nd Street, Palatka, Florida.

Members present: Mayor Terrill Hill, City of Palatka; Jim Bush, Florida Power & Light; Jim Troiano, St. Johns River Water Management District; Rosemary Anderson; Mary Garcia, Putnam County Health Department.

Also Present: Betsy Driggers, Clerk, City of Palatka; Andre VanHeerden, Clay Safety Net; Aaron Robinson, Palatka Housing Authority; Yvonne Parrish; and Toni Weaver, Deputy Clerk.

CALL TO ORDER – INTRODUCTIONS

The Putnam County L.O.G.I.C. Strategic Planning Ad Hoc Committee Meeting was called to order by Mayor Hill at 9:03 a.m.

HISTORICAL OVERVIEW OF L.O.G.I.C. COMMITTEE

Yvonne Parrish, Putnam County Legislative Coordinator, Retired; Betsy Driggers, City Clerk and Toni Weaver, Clerk to the Board of Commissioners, gave the committee a historical overview of the creation and function of the L.O.G.I.C. Committee.

Mayor Hill suggested the Committee return to its original model of the Host acting as Chairman and the rotation of meeting locations for inclusion of all areas of the County.

Mr. Bush suggested conducting a S.W.O.T. (Strengths, Weaknesses, Opportunities and Threats) analysis during strategic planning.

General discussion ensued regarding the use of the L.O.G.I.C. Committee as an engine for collaboration of community services.

Mayor Hill summarized the discussion regarding strategic planning for L.O.G.I.C.

Mr. Bush agreed the committee is currently lacking direction and vision.

Discussion regarding the need for facilitation of a Strategic Planning session continued and it was agreed Mayor Hill, Mr. Bush and Mr. Troiano would contact the Chamber of Commerce to discuss the issue.

Mayor Hill suggested scheduling a four-hour strategic planning session in June or July and committee members agreed to coordinate a date for the session.

ADJOURN

There being no further business to discuss, the L.O.G.I.C. Committee meeting was adjourned at 10:30 a.m.

Minutes By: Deputy Clerk, Toni Weaver.

DRAFT



L.O.G.I.C.

Local Governments in Cooperation

Wednesday, May 23, 2018

1715 Moseley Avenue

Palatka, FL 32177

10:00 A.M

AGENDA

1. **Call to Order** – Commissioner Buddy Goddard, Chairman
 - Welcome
 - Invocation
 - Pledge of Allegiance
 - Introductions

2. **New Business**
 - a. Report from the LOGIC Ad Hoc Committee

3. **Open Discussion/ Updates/ Reports**

4. **Future Meeting Information**
 - a. Next Meeting Date: **7/25/2018**
 - i. **NOTE:** *LOGIC is a public meeting. As such, minutes are taken and advertisements are required prior to any meeting taking place or business being discussed. If a member would like to request a change in the date, time, or location of the meeting, it should be discussed with Staff so proper measures can be taken to comply with the Sunshine Laws.*

 - b. Any items requested to be placed on the Agenda for the July 25th meeting should be emailed to amanda.gabriel@putnam-fl.com prior to July 17th.

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C. COMMITTEE
WEDNESDAY, MAY 23, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Committee met in scheduled session on Wednesday, May 23, 2018, at 10:00 a.m. at Palatka Municipal Golf Course, Palatka, Florida.

Present were: Commissioner Buddy Goddard, District 5; Commissioner Terry Turner, District 3; Matt Reynolds, Deputy County Administrator; Tim Smith, Clerk of Courts and Comptroller; Kevin Powell, Interim Director, Mayor Terrill Hill and Betsy Driggers, Clerk, City of Palatka; Chief Jason Shaw, Palatka Police; Mary Garcia, Putnam County Health Department; Mayor Brett Peterson, Crescent City; Judy Costanzo, Town of Interlachen; Mayor Gordon Sands and Michael Porath, Town of Welaka; Rhonda Odom, Putnam School District; Michael Leonard, Palatka Daily News; Jim Bush, Florida Power & Light; Jim Troiano, St. Johns River Water Management District.

Also Present: Rosemary Anderson; Shirley Griffin; Jim Griffin; Brandon Oliver, Palatka Daily News; Sheila McCoy, Heart of Putnam; Andre VanHeerden, Clay Safety Net; Amanda Gabriel, Executive Assistant to the County Administrator and Toni Weaver, Deputy Clerk.

CALL TO ORDER

The Putnam County L.O.G.I.C. Meeting was called to order by Commissioner Goddard at 10:05 a.m.

INVOCATION/PLEDGE OF ALLEGIANCE/INTRODUCTION

Deputy County Administrator Matt Reynolds, offered the Invocation and Commissioner Terry Turner led the Pledge of Allegiance.

Round-table introductions followed.

L.O.G.I.C. AD HOC COMMITTEE REPORT

Mayor Hill discussed the L.O.G.I.C. Committee's creation of an Ad Hoc Committee to review the history of the committee and to evaluate its future direction and mission. He presented discussion points regarding future planning and the role the Committee should play moving forward. He stated after thorough discussion, the Ad Hoc Committee is recommending the

Committee obtain Brian Teeple, Northeast Florida Regional Council, to facilitate a L.O.G.I.C. Committee Strategic Planning Session and Visioning Workshop. He stated the Chamber of Commerce volunteered to sponsor the session.

General discussion regarding the Mayor's report and the suggestion of returning to the Committee's original schedule of rotating the meeting locations throughout the county followed.

Following lengthy discussion, by general consensus, the Committee unanimously agreed to cancel its regularly scheduled meeting on Wednesday, July 25, 2018, to hold a Strategic Planning Session and Visioning Workshop on Friday, July 13, 2018, from 9:00 a.m. to 1:00 p.m.

Mr. Smith thanked Mayor Hill for his leadership with the Ad Hoc Committee and stated he is in support of strategic planning and visioning.

Mayor Hill discussed the Committee's successes in its first fifteen years, and discussed the growth and evolution of the committee since its inception.

Mayor Gordon Sands discussed collaboration and positive impacts resulting from the original luncheon meetings, and general discussion regarding the committee's focus continued.

(See Supplementary File for copy of Information)

UPDATES AND REPORTS

OTHER BUSINESS

Mayor Hill discussed a dental clinic sponsored by the Seventh Day Adventist Church.

Mr. Smith discussed the Animal Shelter Pet Adoption and the Interlachen Post Office building dedication ceremony honoring Robert Jenkins on Friday.

Mr. Troiano stated \$20,000.00 is available through Teacher's Grants in the amount of \$2,000.00 per teacher for environmental projects, and the deadline for application was September 7, 2018.

CITY OF PALATKA

Ms. Driggers discussed an upcoming public hearing at the City of Palatka regarding the City's application for CDBG grants to help fund the replacement of the City's potable water line infrastructure and the federal

funds available to citizens as a result of damages incurred from Hurricane Irma.

Chief Shaw discussed the beginning of Summer Camp on June 4, 2018.

Mayor Hill discussed the City's recent RBI designation and its revitalization of its baseball legacy and stated that programs would begin in the fall. He discussed the Memorial Day Ceremony and Parade to be held at the riverfront on Memorial Day.

HEALTH DEPARTMENT

Ms. Garcia presented and discussed information regarding a presentation by Dr. Victor Noble regarding tobacco use and affects, discussed the 3rd Annual Bartram Frolic September 28-30, 2018, the St. Johns River to Sea Loop Conference, November 15-17, 2018, at St. Johns River State College, and the upcoming trail opening in Hastings in November.

PUTNAM COUNTY

Mr. Reynolds gave an overview of the County's application for a CDBG Disaster Recovery grant for storm water/drainage improvements to St. Johns Avenue. He stated the total project amount was \$9,000,000.00, and the County Administrator and Public Works Director were currently in Washington, D.C., meeting with representatives of the Army Corps of Engineers to discuss issues relating to the County's water and wastewater infrastructure and the possible dredging of the barge port. He discussed mitigation grants received to repair Paradise Point and Port Buena Vista water treatment plants, and stated St. Johns Avenue was marked to be resurfaced. He discussed the construction of a new fire station in East Palatka, water and sewer infrastructure improvements and expansion projects in East Palatka, and the County's plans for construction of a new Animal Control Shelter and Facility.

Mr. Powell gave a brief update on the Animal Control Facility stating the shelter was currently at capacity. He discussed the adoption clinic scheduled for 5/25, and a Mega Adoption event in Jacksonville in June, and said staff is hoping to free up shelter space with the two events.

Mayor Sands asked for a status report of Interlocal Agreements.

Mr. Powell stated the County is currently reviewing all of its Interlocal Agreements.

Ms. Garcia stated Putnam was one of twelve counties chosen by the Governor to host a Town Hall through DEO and brief discussion followed.

NEXT MEETING – VISIONING WORKSHOP

The next meeting of the L.O.G.I.C. Committee will be a Planning Session and Visioning Workshop to be held Friday, July 13, 2018, at 9:00 a.m., in the Board of Commissioners Meeting Room, 2509 Crill Avenue, Suite 100, Palatka, Florida.

ADJOURN

There being no further business to discuss, the L.O.G.I.C. Committee meeting was adjourned at 11:15 a.m.

Minutes By: Deputy Clerk, Toni Weaver.

DRAFT

Garcia, Mary L

From: Betsy Driggers <bdriggers@palatka-fl.gov>
Sent: Friday, July 6, 2018 12:20 PM
To: amanda gabriel; Anderson; Beverly Bakker; bill pickens; Boyd Thompson; Brandon Oliver; Brian Bergen; buddy goddard; carla bray; Carolyn Bennett; Carolyn Meadows; charles overturf; chip laibl; Chris Mosley; Chris Stallings; Christen Mitchell; Crescent City Mayor (Brett Peterson); Dana Jones; Gator Deloach; Gordon Sands; Hansel Woods; J Jones; Jason Shaw; James Troiano; Jennifer McDaniel; Jim Bush; Joe Pickens; Joe Theobald; John Bergquist; John Browning; John Lahert; Joseph Stevens; Joseph Wells, PCSO; Judi Constanzo; larry gast; larry harvey; Larsen; linda myers; lynn wooten; Garcia, Mary L; Mary Kay Engelking; Michael Porath; mike nimitz; Pam Wilburn; Patrick Kennedy; press tompkins; R Harrell; Rick Surrency; Sharon Cormeny; Susan Davis; Terill Hill; terry suggs; terry turner; tim parker; tim smith; toni weaver; mleonard@palatkadailynews.com
Subject: July 13, 2018 LOGIC Strategic Planning Session

NOTICE OF LOGIC GROUP STRATEGIC PLANNING SESSION:

Per action taken at the May 23rd LOGIC meeting, you are all invited to take part in a STRATEGIC PLANNING SESSION scheduled for Friday, July 13, 2018 from 9:00 a.m. to 1:00 p.m. at the Putnam County Government Complex, 2509 Crill Avenue, Suite 100 (Commission Chambers) in Palatka. Light breakfast and lunch will be served.

Brian Teeple with Northeast Florida Regional Council will be facilitating this Strategic Planning Session.

Please note that if more than one elected official from your agency will be in attendance, you may need to notice this meeting in accordance with your normal Notice procedures. A copy of this notice is being provided to the Palatka Daily News.

This Strategic Planning Session is being held as the regular July meeting.

For questions regarding this NOTICE, please reply to this email.

Betsy Jordan Driggers, CMC
City Clerk
City of Palatka
201 N. 2nd Street
Palatka FL 32177
Ph. 386-329-0100 ext 211
Fax 386-329-0106
bdriggers@palatka-fl.gov



PUBLIC RECORDS NOTICE: Under Florida law, e-mail addresses are public record. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this public entity. Instead, contact this office by phone or in person. Section 668.6076,

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C.
VISIONING WORKSHOP
FRIDAY, JULY 13, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Visioning Workshop meeting convened on Friday, July 13, 2018, at 9:00 a.m. at the Putnam County Government Complex, Board of Commissioners Meeting Room, 2509 Crill Avenue, Suite 100, Palatka, Florida.

Present: Commissioner Buddy Goddard, District 5; Facilitator Brian Teeple and Sayre Brennan, Northeast Florida Regional Council; Tim Smith, Clerk of Courts and Comptroller; Linda Myers, Tax Collector; Tim Parker, Property Appraiser; Charles Overturf, Supervisor of Elections; Rick Surrency, Superintendent of Schools; Terry Suggs, County Administrator; Matt Reynolds, Deputy County Administrator and Press Tompkins, Public Works Director, Putnam County; Mayor Terrill Hill and City Clerk Betsy Driggers, City of Palatka; Mayor Joe Svingala, Pomona Park; Mayor Gordon Sands, Welaka; Patrick Kennedy, City Manager, Crescent City; Jim Bush, Florida Power and Light; J.R. Grimes, Palatka Fire Department; Leota Wilkinson, Legislative Assistant, State Representative Bobby Payne; Jim Troiano, St. Johns River Water Management District; Dana Jones, Chamber of Commerce; Sheila McCoy, Christian Service Center; Michelle Geller; Boyd Thompson; Melisa Nelson; Jerry Haffner; Cindy Robinson; Press Tompkins, Putnam County Public Works Director; Mary Garcia, Cynthia Da' Augustine, Shanace Isaac and David Powell, Putnam County Health Department; Melissa Nelson, United Way; Michael Leonard and Brandon Oliver, Palatka Daily News; Rosemary Anderson, Palatka Arts Council; Christopher Glymph, Henley Foundation;; Michelle Fiallo, CBHC; Andre Van Heerden, Putnam Safety Net; Karen Flositz, Community Partnership for Children; Beverly Bakker, Town of Interlachen and Deputy Clerk Toni Weaver.

CALL TO ORDER – INVOCATION AND PLEDGE OF ALLEGIANCE

The L.O.G.I.C. Visioning Workshop was called to order by Commissioner Buddy Goddard, Putnam County Board of Commissioners Chairman.

Commissioner Goddard offered the Invocation and led the Pledge of Allegiance.

WELCOME – BRIAN TEEPLE, WORKSHOP FACILITATOR

Brian Teeple, Northeast Florida Regional Council, welcomed participants to the L.O.G.I.C. Visioning Workshop and introductions followed.

HISTORICAL OVERVIEW OF L.O.G.I.C. COMMITTEE

Linda Myers, Tax Collector, gave an overview of the history and creation of the Local Government in Collaboration (L.O.G.I.C.) Committee. She stated the intent was to provide a platform for communication amongst local government and agencies.

Lengthy discussion regarding the Committee, its organization, purpose and structure ensued.

General discussion regarding the suggestion made to hire a Public Relations/Project Manager for the Committee followed.

Tim Smith, Clerk of Courts and Comptroller suggested the review of the Committee's structure and bylaws, membership, partnerships and the suggestion to consider hiring a Project Manager, if by consensus, the intent is to continue with L.O.G.I.C. He stated he would support the continuation of L.O.G.I.C. and discussed potential opportunity for the community.

Following lengthy additional discussion and comment, Mr. Teeple stated he would prepare a draft mission statement and bylaws for consideration at the next meeting.

NEXT MEETING

The next scheduled L.O.G.I.C. Visioning Workshop is scheduled for Wednesday, September 26, 2018, at 11:00 a.m., in the Board of County Commissioners Meeting Room, 2509 Crill Avenue, Suite 100, Palatka.

ADJOURNED

There being no further discussion, the L.O.G.I.C. Visioning Workshop was adjourned at 11:44 a.m.



L.O.G.I.C.

Local Governments in Cooperation

Wednesday, September 26, 2018

1715 Moseley Avenue

Palatka, FL 32177

10:00 A.M

AGENDA

1. **Call to Order** – Commissioner Buddy Goddard, Chairman
 - Welcome
 - Invocation
 - Pledge of Allegiance
 - Introductions
2. **Approval of Minutes**
 - July 13, 2018 Planning Session and Visioning Workshop
3. **New Business**
4. **Open Discussion/ Updates/ Reports**
5. **Future Meeting Information**
 - a. Next Meeting Date: **11/28/2018**
 - i. **NOTE:** *LOGIC is a public meeting. As such, minutes are taken and advertisements are required prior to any meeting taking place or business being discussed. If a member would like to request a change in the date, time, or location of the meeting, it should be discussed with Staff so proper measures can be taken to comply with the Sunshine Laws.*
 - b. Any items requested to be placed on the Agenda for the November 28th meeting should be emailed to amanda.gabriel@putnam-fl.com prior to November 21st.

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C. COMMITTEE
WEDNESDAY, SEPTEMBER 26, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Committee met in scheduled session on Wednesday, September 26, 2018, at 10:00 a.m. at Palatka Municipal Golf Course, Palatka, Florida.

Present were: Commissioner Buddy Goddard, District 5; Mayor Terrill Hill; Betsy Driggers, Clerk, City of Palatka; Chief Jason Shaw, Palatka Police; Mary Garcia, Putnam County Health Department; Mayor Brett Peterson, Crescent City; Jim Bush, Florida Power & Light; Jim Troiano, St. Johns River Water Management District; Charles Overturf, Supervisor of Elections; Travis Weaver, Putnam County School District; Brian Teeple, Northeast Florida Regional Council.

Also Present: Rosemary Anderson; Shirley Griffin; Jim Griffin; Robert Correa; Carolyn Bennet, and Toni Weaver, Deputy Clerk.

CALL TO ORDER

The Putnam County L.O.G.I.C. Meeting was called to order by Commissioner Goddard at 10:00 a.m.

INVOCATION/PLEDGE OF ALLEGIANCE/INTRODUCTION

Mayor, Terrill Hill, offered the Invocation and Commissioner Goddard led the Pledge of Allegiance.

Round-table introductions followed.

APPROVAL OF MINUTES

A motion was made and seconded to approve the minutes from the July 13, 2018, Planning Session and Visioning Workshop. The Motion passed unanimously.

(See Supplementary File for copy of Minutes)

NEW BUSINESS

Mary Garcia gave an update on the upcoming 5K Race and Bartram Frolic Event.

Commissioner Goddard spoke about the upcoming Economic Development Luncheon to take place at the Putnam County Chamber of Commerce.

REVIEW OF DOCUMENT DRAFTS: L.O.G.I.C. BOARD INTERLOCAL AGREEMENT, BY-LAWS, AND MISSION STATEMENT

Brian Teeple presented the Committee with an interlocal agreement draft which included the proposed by-laws and mission statement for review. A copy was retained for the record.

The Committee reviewed the documents and held general discussions on the contents and establishing a L.O.G.I.C. Board in addition to the Committee.

A group discussion took place regarding the elections of the L.O.G.I.C. Board Chairman and Vice-Chairman positions. Ultimately the general consensus was for the Chairman and Vice-Chairman to be elected from among the signatories.

City of Palatka Mayor, Terrill Hill, expressed concerns regarding the Board Signatories being the only individuals with any power to vote. A brief discussion was held on the subject.

Additionally, Mr. Hill suggested separating L.O.G.I.C. Board membership into two classes: Concept and Working Members. A discussion on the subject took place.

A lengthy discussion took place regarding the proposed structure of the L.O.G.I.C. Board and Membership in general. Terrill Hill suggested a total of four at-large appointments.

Ultimately, Mr. Teeple will revise the interlocal agreement, etc., using input from this meeting and bring the updated information forth for review at a later date.

Mayor Hill thanked Mr. Teeple for his efforts on the matter.

(See Supplementary File for copy of Information)

NEXT MEETING

The next meeting of the L.O.G.I.C. Committee will be held Wednesday, November 28, 2018, at 10:00 a.m., at the Palatka Municipal Golf Course.

ADJOURN

There being no further business to discuss, the L.O.G.I.C. Committee meeting was adjourned at 11:30 a.m.

Minutes By: Deputy Clerk, Sarah Oliver.

Putnam LOGIC (LOcal Governments In Cooperation)

Interlocal Agreement

By-Laws

Mission

Interlocal Agreement

- Signatories
 - Putnam County
 - Crescent City
 - Interlachen
 - Palatka
 - Pomona Park
 - Welaka
 - School Board

Interlocal Agreement

- Purpose
 - Jointly exercising the right, duties and powers of Putnam’s local governments
 - Provide a means for cooperation and coordination
 - Promote communication
 - Cooperate with others to promote health, safety and welfare
 - Establish an organization for the mutual advantage of Putnam local governments

Interlocal Agreement

- Definitions
 - TBD

Interlocal Agreement

- Effective Date, Duration, Amendment, Withdrawal and Termination
 - Effective Date –TBD
 - Amendments must be signed by the governing body of each signatory
 - Signatories may withdraw given 12 month of notification
 - All signatories may terminate by resolutions of the governing bodies
 - If terminated all remaining assets distributed back to signatories based on same ratios as contributions

Interlocal Agreement

- Membership, Voting and Term
 - Each signatory shall have one representative who shall be the chief elected official and may appoint alternates
 - Each representative has an equal vote of one
 - Representative terms coincide with their local government term

Interlocal Agreement

- Officers
 - Chair – Chair of Putnam County BOCC
 - Vice-Chair – elected from among the signatories
 - Secretary-Treasurer - elected from among the signatories

Interlocal Agreement

- Meetings
 - Officers take office at first meeting of the fiscal year
 - Regular meetings held on days and times established by LOGIC, but at least quarterly
 - Special meetings may be called by Chair or at the petition of at least two members
 - Meetings to be rotated among the jurisdictions
 - Advertised and open to the Public

Interlocal Agreement

- Finances
 - Fiscal year (October 1 – September 30)
 - Adopt budget by July 15
 - Funded by contributions prorated based on population
 - Contributions payable by October 31
 - Signatories not contributing in timely manner loses voting privileges until payment is made

Interlocal Agreement

- Powers
 - Receive and expend in furtherance of its function: gifts, grants, assistance funds, bequeaths and services from government and the private sector
 - Adopt by-laws and rules of procedure
 - Adopt official name and seal
 - Maintain an office in Putnam County
 - Employ personnel & consultants
 - Make and enter into contracts

Interlocal Agreement

- Powers continued
 - Hold meetings/forums
 - To sue and be sued
 - Accept and receive funds, grants and services
 - Receive and expend funds appropriated to it by local governments
 - Fix and collect membership fees
 - Acquire, own, ... sell real or personal property
 - Incur debts, liabilities, etc which do not constitute liabilities of the signatories

Interlocal Agreement

- Powers continued
 - Dispose of any property acquired through this ILA
 - Coordinate with government agencies, educational institutions and the private sector
 - Select and appoint advisory bodies
 - Enter into contracts to provide services
 - Provide technical assistance to local governments

Interlocal Agreement

- By-Laws/Rules of Procedure
 - Required to adopt by-laws
 - Authorized to adopt other Rules of Procedure
- Privileges/Immunity
 - The same as applies to the signatories
- Limited Liability
 - Signatories not obligated for LOGICs debts, obligations or liabilities

Interlocal Agreement

- Severability
 - Invalidity of any provision does not affect the other provisions
- Signatories
 - ILA effective upon signature, and one or more parties not joining in the agreement does not affect the agreement

By-Laws

- Article I – Organization, Name and Area of Jurisdiction
 - Created by ILA – incorporated into by-laws
- Article II – Mission and Purpose
 - Mission - The mission of PUTNAM LOGIC is to provide an organization and platform to enhance coordination and cooperation among the local governments of Putnam County
 - Purpose – see ILA

By-Laws

- Article III – Membership and Term of Office
 - See ILA
- Article IV – Voting
 - See ILA
- Article V – Board of Directors
 - Signatories to the ILA

By-Laws

- Article VI – Elections and Officers
 - Nominations from floor for Vice-Chair and Secretary/Treasurer
 - Chair – Chair of the BOCC
 - Term of Office begins at first meeting in the fiscal year and terminates with the election and installation of new officers
 - Vacancies – filled by special election for VC and S/T

By-Laws

- Article VII – Meetings
 - See ILA
 - Quorum 50% +1
 - Rules – Robert’s Rules of Order
 - Provides for public comment
 - Open to the public
 - Minutes shall be kept

By-Laws

- Article VIII – Fiscal Year and Finances
 - See ILA
- Article IX – Committees
 - Chair appoints
 - Standing Committees
 - Government Agencies
 - Business Community
 - Shared Services/Safety Net
 - Ad-Hoc

By-Laws

- Article X – Staff
 - Coordinator
 - Hired by LOGIC and serves at their pleasure
 - Housed and employed by a signatory
 - Host doesn't direct or assign work of the coordinator
 - Other Staff – allows for/doesn't require

By-Laws

- Article XI – Dissolution
 - See ILA
- Article XII – Amendment to By-Laws
 - 7 days notice
 - 2/3 vote

DRAFT

BYLAWS OF PUTNAM LOGIC (Putnam Local Governments In Cooperation)

Draft Date September 26, 2018

Month, Day, Year

BYLAWS OF PUTNAM LOGIC

Article I – Organization, Name and Area of Jurisdiction

Section 1: Organization – Pursuant to the Interlocal Agreement Creating the Putnam LOGIC (attached hereto and made a part hereof) as provided for in Section 163.01, Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” Putnam LOGIC was created on Month, Day, Year.

Section 2: Name – The name of this organization shall be Putnam LOGIC (PUTNAM LOGIC).

Section 3: Area of Jurisdiction – PUTNAM LOGIC’s geographic area of jurisdiction is Putnam County, Florida.

Article II – Mission and Purpose

Section 1: Mission

The mission of PUTNAM LOGIC is to provide an organization and platform to enhance coordination and cooperation among the local governments of Putnam County.

Section 2: Purpose

- a. To provide local governments within Putnam County a means of exercising the rights, duties and powers of the local governments of Putnam County, who are signatories to this agreement, as seen fit by those local governments.
- b. To provide a means for cooperation among the local governments in Putnam County.
- c. To provide a means for coordination among the local governments in the Putnam County.
- d. To promote communication among local governments in Putnam County and the identification of and facilitate the resolution of common problems.
- e. To cooperate with Federal, State, local, and non-governmental agencies and citizens to insure the orderly and harmonious coordination of Federal, State, and local programs and initiatives in order to promote the health, safety, welfare and to enhance the quality of life of the residents of Putnam County.
- f. To establish an organization to carry out the duties, functions and activities that are to the mutual advantage of one or more of the local governments within Putnam County.

Article III – Membership and Term of Office

Appendix B

Section 1: Membership shall be established according to the Interlocal Agreement Creating Putnam LOGIC, which is attached hereto.

Section 2: Each signatory shall have one representative who shall be the chief elected official, or in the case of the School Board it's Superintendent. Each signatory shall name one alternate who may act on behalf of the signatory in the absence of the representative.

Section 3: The basic term of office for representatives of Putnam LOGIC shall be their term of office with the local government they represent.

Article IV – Voting

For the conducting of all business, each representative shall have an equal vote, which shall be one vote for each representative.

Article V – Board of Directors

Board Members – The PUTNAM LOGIC shall be governed by a Board of Directors, the composition of which is contained in the Interlocal Agreement, which is attached hereto.

Article VI – Elections and Officers

Section 1: Nominations – Nominations for the offices of Vice-Chair and Secretary/Treasurer shall be made from the floor during a duly constituted meeting of the Board.

Section 2: Officers – Officers of PUTNAM LOGIC shall consist of a Chair, a Vice-Chair, and a Secretary/Treasurer.

- a. Chair – shall be the Chair of the Putnam County Board of County Commissioners and who shall be responsible for presiding over all Putnam LOGIC meetings.
- b. Vice-Chair – shall preside in the Chair's absence or inability to act. The Vice Chair shall be elected by the representatives of Putnam LOGIC.
- c. Secretary/Treasurer – shall be responsible for assuring keeping of minutes of meetings, keeping the roll of members, and the financial affairs of Putnam LOGIC. The Secretary-Treasurer shall be elected by the representatives of Putnam LOGIC.

Section 3: Term of Office – Officers terms begin during the first meeting of the fiscal year and conclude at the election and installation of new officers.

Section 4: Vacancies

- a. Chair – A vacancy shall be filled by the new Chair of the Board of County Commissioners.

- b. Vice-Chair – A vacancy shall be filled by special election for the unexpired term of office.
- c. Secretary/Treasurer – A vacancy shall be filled by special election for the unexpired term of office.

Article VII – Meetings

Section 1: Regular Meetings – Regular meetings of the membership shall be held at such dates, times and places as determined by the PUTNAM LOGIC.

- a. Board Meetings – Regular meetings shall be held on the days and times established by Putnam LOGIC, but shall be held at least quarterly.
- b. Committee Meetings – Committee meetings shall be held at the call of the Committee’s Chair or Board Chair. The Committee Chair or the Board Chair may cancel committee meetings when it is in PUTNAM LOGIC’s best interest to do so.
- c. Special Meetings – Special meetings shall be called at the discretion of the Chair or when requested by at least two (2) representatives; provided adequate notice shall be given to all representatives stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.
- d. Meeting Locales - The place and time of each meeting shall be determined by the representatives prior to the adjournment of the previous meeting. It is the intent that meetings will be rotated among the signatories’ jurisdictions.
- e. Quorum – The quorum for any Board or Committee meeting shall be 50% plus one of the roster.
- f. Meeting Rules – The rules contained in the latest revision of Robert’s Rules of Order shall govern meetings in all cases to which they are applicable, and in which they are consistent with the ILA, these Bylaws and/or other special rules.
- g. Bylaws – The Bylaws of this organization shall be available from the Secretary/Treasurer for inspection during every meeting.
- h. Public Comment – To assure members of the public are given a reasonable opportunity to be heard on a proposition before the Board or Committee of the Board, PUTNAM LOGIC shall:
 - 1. Maintain a specific item on agendas for the opportunity for general public comment.
 - 2. The presiding officer shall announce at the beginning of the meeting that the public is welcome and encouraged to speak on any item to be brought

before the assembly, and shall direct any potential speakers to fill out a “speaker card” located at the sign-in table.

3. For items requiring Board or Committee action that are not on the agenda, the presiding officer shall ask for public comment prior to a vote being taken.
 4. Speakers will generally be limited to three minutes, which can be extended at the discretion of the presiding officer.
 5. At the discretion of the presiding officer, public comment can be considered at any time during the meeting.
- i. All meetings of the Board and Committees shall be open to the public.
 - j. The Secretary/Treasurer or his/her designee shall keep minutes of each Board and Committee meeting and distribute a copy thereof to each signatory subsequent to their approval.

Article VIII – Fiscal Year and Finances

Section 1: Fiscal Year

PUTNAM LOGIC operating and fiscal year shall be October 1 through September 30.

Section 2: Finances

- a. On or before July 15 of each year, PUTNAM LOGIC shall adopt an annual budget and certify a copy thereof to the Clerk or authorized recipient of the governing body of each Member. Each Member shall contribute such proportionate cash amounts as determined by PUTNAM LOGIC, and approved by its governing body. Contributions shall be based on the pro-rata share of the population of Putnam County within its jurisdiction. The Putnam County Board of County Commissioners’ share shall be based on only the population living in unincorporated Putnam County.
- b. Contributions for each fiscal year shall be payable by October 31st.
- c. Each signatory who does not remit the contribution amounts in accordance with Subsections a. and b. above shall lose all voting privileges until payment is made

Article IX – Committees

Section 1: Appointments – The Chair shall appoint committee members and respective chairs as deemed necessary.

Section 2: Standing Committees – The following shall be standing Committees of PUTNAM LOGIC:

- a. Government Agencies - ~~Expound~~
- b. Shared Services/Safety Net - ~~Expound~~
- c. Business Community - ~~Expound~~

Section 3: Ad-Hoc Committees – The Chair may from time to time appoint Ad-Hoc Committees. Ad-Hoc Committees are intended to be defined in tenure and of specific scope. Persons other than PUTNAM LOGIC Board Members may be appointed to Ad-Hoc Committees.

Article X – Staff

Section 1: Coordinator – The COORDINATOR is responsible to the Board of Directors and serves at their pleasure. The COORDINATOR shall work to carry out the policies and direction of PUTNAM LOGIC, coordination of programs and projects, development and management of the annual budget and work program, apprising the Board of Directors of the status of programs and projects and other duties normally performed by a COORDINATOR. Other terms of employment and compensation shall be memorialized in an employment contract between PUTNAM LOGIC and the COORDINATOR. In case of the permanent or prolonged absence of the COORDINATOR, the Chair shall appoint an Acting COORDINATOR until such time as the COORDINATOR returns to duty or until such time as a replacement is hired.

Section 2: Other Staff – It is the sole responsibility of the COORDINATOR to hire, discipline and terminate all other employees of PUTNAM LOGIC, as necessary, consistent with PUTNAM LOGIC’s personnel policies.

Section 3: For the purpose of administrative convenience, the coordinator shall be housed and be employed by one of the Member local governments. However, the host local government shall not direct the work of the coordinator and shall not assign them non-Putnam LOGIC duties.

Article XI – Dissolution

Section 1: Procedure – The Interlocal Agreement creating PUTNAM LOGIC may be terminated by resolution duly adopted by the governing body of all signatories. The effective termination date shall be after the date of said resolution unless contractual obligation would require a later termination date.

Section 2: Equitable Interest – In the event there is a complete termination of this agreement, as provided for in Section 1., which would involve the disposition of the property of Putnam LOGIC, such property shall be liquidated and each signatory shall be entitled to a share of the proceeds bearing the same ratio as the contribution of that signatory at the time of dissolution. Said proceeds from the liquidation of the property of Putnam LOGIC shall be applied to satisfy debts, liabilities and financial obligations of Putnam LOGIC prior to any distribution to the signatories.

Article XII – Amendment to By-laws

Any of these By-laws may be amended, altered, repealed or added to, and new By-laws may be made, by the affirmative votes of two-thirds (2/3) of the Board present and constituting a quorum, at any given meeting of the Board of Directors. The proposed change shall be provided to the Board in writing, or via electronic transmission, seven (7) days prior to proposed action.

DRAFT

INTERLOCAL AGREEMENT

CREATING

PUTNAM LOGIC

EFFECTIVE XXXX, XXXX

September 26, 2018

INTERLOCAL AGREEMENT
CREATING
PUTNAM LOGIC
(Local Governments In Cooperation)

THIS AGREEMENT, made and entered into this ____ day of _____, pursuant to authority of Section 163.01, Florida Statutes, by and between:

PUTNAM COUNTY

THE CITY OF CRESCENT CITY

THE TOWN OF INTERLACHEN

THE CITY OF PALATKA

THE TOWN OF POMONA PARK

THE TOWN OF WELAKA

and

THE PUTNAM COUNTY SCHOOL BOARD

WITNESSETH:

WHEREAS, The Florida Interlocal Cooperation Act of 1969, Section 163.01, Florida Statutes, permits local government units to make the most efficient use of their powers by enabling them to cooperate with other localities on the basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, it is the desire of the parties hereto to establish Putnam LOGIC to serve in an advisory capacity to the constituent local governments in Putnam County in order to promote cooperation and coordination; and

WHEREAS, the parties hereto desire to make the most efficient use of their powers to cooperate for mutual advantage in providing coordination and cooperation within the Putnam County; and,

NOW, THEREFORE, for and in consideration of mutual promises, covenants, benefits to accrue from cooperation and coordination, and agreements herein contained and set forth, the member local governments do hereby establish, pursuant to the authority of Section 163.01, Putnam LOGIC, a separate legal entity, and do further delegate such powers as are specified herein and agree as follows:

1. Purpose.

The purposes of this agreement are:

- (a) To provide local governments within Putnam County a means of exercising the rights, duties and powers of the local governments of Putnam County, who are signatories to this agreement, as seen fit by those local governments.
- (b) To provide a means for cooperation among the local governments in Putnam County.
- (c) To provide a means for coordination among the local governments in the Putnam County.
- (d) To promote communication among local governments in Putnam County and the identification of and facilitate the resolution of common problems.
- (e) To cooperate with Federal, State, local, and non-governmental agencies and citizens to insure the orderly and harmonious coordination of Federal, State, and local programs and initiatives in order to promote the health, safety, welfare and to enhance the quality of life of the residents of Putnam County.
- (f) To establish an organization to carry out the duties, functions and activities that are to the mutual advantage of one or more of the local governments within Putnam County.

2. Definitions.

TBD

3. Effective Date, Duration, Amendment, Withdrawal, and Termination.

(a) The effective creation date of Putnam LOGIC is Month/Day/Year.

(b) This agreement shall continue in effect until terminated as provided in Section 3.e.

(c) Any amendments to this agreement shall be in writing and set forth an effective date.

To put into effect any amendment, each signatory to this Agreement shall adopt, by a majority vote of its governing body, a resolution authorizing its chair or chief elected official to execute the amendment.

(d) Any signatory hereto may withdraw its membership by resolution duly adopted by its governing body, and upon giving at least 12 months written notice of withdrawal to the Chair or chief elected official of the governing body of the signatories to this Agreement, without the effect of terminating this agreement. The withdrawal shall only be effective at the fiscal year (September 30), with all funding and contractual obligations of the withdrawing member county continuing until that date. All property, real or personal, of Putnam LOGIC on the effective date of such withdrawal shall remain the property of Putnam LOGIC and the withdrawing signatory to this agreement shall have no rights thereto.

(e) This agreement may be terminated by resolution duly adopted by the governing body of all signatories to this Agreement. The effective termination date shall be after the date of said resolution unless contractual obligation would require a later termination date.

(f) In the event there is a complete termination of this agreement, as provided for in Section 3.e., which would involve the disposition of the property of Putnam LOGIC, such property shall be liquidated and each signatory to this Agreement shall be entitled to a share of the proceeds bearing the same ratio as the contribution of that signatory at the time of dissolution. Said proceeds from the liquidation of the

property of the Putnam LOGIC shall be applied to satisfy debts, liabilities and financial obligations of Putnam LOGIC prior to any distribution to the signatories.

4. Membership, Voting and Term.

- (a) Each signatory shall have one representative who shall be the chief elected official, or in the case of the School Board it's Superintendent. Each signatory shall name one alternate who may act on behalf of the signatory in the absence of the representative.
- (b) For the conducting of all business, each representative shall have an equal vote, which shall be one vote for each representative.
- (c) The basic term of office for representatives of Putnam LOGIC shall be their term of office with the local government they represent.

5. Officers.

The officers of Putnam LOGIC shall consist of:

- (a) A Chair, who shall be the Chair of the Putnam County Board of County Commissioners and who shall be responsible for presiding over all Putnam LOGIC meetings.
 - (b) A Vice Chair who shall preside in the Chair's absence or inability to act. The Vice Chair shall be elected by the representatives of Putnam LOGIC.
6. A Secretary-Treasurer, who shall be responsible for assuring keeping of minutes of meetings, keeping the roll of members, and the financial affairs of Putnam LOGIC. The Secretary-Treasurer shall be elected by the representatives of Putnam LOGIC.

7. Meetings.

- (a) The annual election of officers shall occur in a timely manner so the terms of officers may commence with their installation at the first meeting in the fiscal year.
- (b) Regular meetings shall be held on the days and times established by Putnam LOGIC, but shall be held at least quarterly.
- (c) Special meetings shall be called at the discretion of the Chair or when requested by at least two (2) representatives; provided adequate notice shall be given to all

representatives stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.

(d) The place and time of each meeting shall be determined by the representatives prior to the adjournment of the previous meeting. It is the intent that meetings will be rotated among the signatories' jurisdictions.

(e) All meetings of Putnam LOGIC shall be open to the public. ~~Add advertisement~~
~~language~~

(f) The Secretary-Treasurer or his/her designee shall keep minutes of each meeting and distribute a copy thereof to each signatory.

8. Finances.

(a) The work year and fiscal year of Putnam LOGIC shall be twelve (12) months beginning the first day of October and ending the thirtieth day of September.

(b) On or before July 15 of each year, Putnam LOGIC shall adopt an annual budget and certify a copy thereof to the Clerk or authorized recipient of the governing body of each signatory. Each signatory shall contribute such proportionate cash amounts as determined by Putnam LOGIC, and approved by its governing body. Contributions shall be based on the pro-rata share of the population of Putnam County within its jurisdiction. The Putnam County Board of County Commissioners' share shall be based on only the population living in unincorporated Putnam County.

(c) Contributions for each fiscal year shall be payable by October 31st.

(d) Each signatory who does not remit the contribution amounts in accordance with Section 7.(c) above shall lose all voting privileges until payment is made.

9. Powers

The Putnam LOGIC shall have the right to receive and accept in furtherance of its function; gifts, grants, assistance funds, bequeaths, and services from Federal, State and local governments or their agencies and from private and community sources, and to expend there from such sums of money as shall be deemed necessary from time to time

for the attainment of its objectives in accordance with all applicable laws. Putnam LOGIC shall have all powers granted herein including:

- (a) To adopt rules of procedure and by-laws for the regulation of its affairs and the conduct of its business.
- (b) To adopt an official name and seal.
- (c) To maintain an office at such place or places within Putnam County as it may designate.
- (d) To employ and to compensate such personnel, consultants, and technical and professional assistants, as it shall deem necessary to exercise the powers and perform the duties.
- (e) To make and enter all contracts and agreements necessary or incidental to the performance of its duties and the execution of its powers.
- (f) To hold public meetings and sponsor public forums in any part of Putnam County whenever it deems necessary or useful in the execution of its functions.
- (g) To sue and be sued in its own name.
- (h) To accept and receive, in furtherance of its functions, funds, grants and services from the Federal Government or its agencies; from departments, agencies, and instrumentalities of state, municipal or local government; or from private or civic sources.
- (i) To receive and expend such sums of money as shall be from time to time appropriated for its use by the county and/or municipalities where approved by Putnam LOGIC and to act as an agency to receive and to expend federal funds.
- (j) To fix and collect membership fees, rents or fees where appropriate.
- (k) To acquire, own, hold in custody, operate, maintain, lease or sell real or personal property.
- (l) To incur debts, liabilities or obligations which do not constitute the debts, liabilities or obligations of any parties to this agreement.

- (m) To dispose of any property acquired through the execution of interlocal agreement under Section 163.01, Florida Statutes.
- (n) To participate with other governmental agencies, educational institutions, and private organizations in the coordination or conduct of its activities.
- (o) To select and appoint such advisory bodies as the Putnam LOGIC may find appropriate for the conduct of its activities.
- (p) To enter into contracts to provide, at cost, such services related to its responsibilities as may be requested by local governments within the county and which Putnam LOGIC finds feasible to perform.
- (q) To provide technical assistance to local governments.

10. By-Laws / Rules of Procedure

Pursuant to Section 10(a) of this Interlocal Agreement, Putnam LOGIC shall prepare and adopt By-Laws for the regulation of its affairs and the conduct of its business. Putnam LOGIC is also authorized to adopt other Rules of Procedure it deems necessary and pertinent for carrying out its duties and responsibilities.

11. Privileges/Immunity

All of the privileges and immunities from liability and exemptions from laws, ordinance and rules which apply to the activity of the officials, officers, agents or employees of the signatories shall apply to the officials, officers, agents of employees of Putnam LOGIC when performing their respective functions and duties under the provisions of this Agreement.

12. Limited Liability

No signatory shall in any manner be obligated to pay any debts, obligations or liabilities arising as a result of any actions of Putnam LOGIC, the representatives of any other agents, employees, officers or officials of Putnam LOGIC to have any authority or power to otherwise obligate the members in any manner.

13. Severability.

If any provision of this agreement or the application of such provisions to any person or circumstance shall be invalid, such invalidity shall not affect other provisions or applications of this agreement which can be given effect without invalid provisions or applications, and to this end the provisions of this agreement are declared severable.

14. Signatories.

It is expressly understood that the terms and conditions of this agreement shall be effective between and among those parties signatory hereto; and that the validity, force and effect to their agreement shall not be affected by one or more of the parties named herein not joining in this agreement any other provisions of this agreement to the contrary notwithstanding.

IN THE WITNESS WHEREOF, the parties have officially adopted and caused this amended and restated agreement to be executed and their signature to be affixed by their respective Chair or Chief Elected Official as of the day and year first above written.

Execution of parties follows on next page.

PUTNAM COUNTY, FLORIDA
BY ITS BOARD OF COUNTY COMMISSIONERS

Chairman

Execution of additional parties follows on next page.

CITY OF CRESCENT CITY, FLORIDA
BY ITS CITY COMMISSION

Mayor

Execution of additional parties follows on next page.

TOWN OF INTERLACHEN, FLORIDA
BY ITS TOWN COUNCIL

Mayor

Execution of additional parties follows on next page.

CITY OF PALATKA, FLORIDA
BY ITS CITYCOMMISSION

Mayor

Execution of additional parties follows on next page.

TOWN OF POMONA PARK, FLORIDA
BY IT'S TOWN COUNCIL

Mayor

Execution of additional parties follows on next page.

TOWN OF WELAKA, FLORIDA
BY ITS TOWN COUNCIL

Mayor

Execution of additional parties follows on next page.

Garcia, Mary L

From: amanda gabriel <amanda.gabriel@putnam-fl.com>
Sent: Friday, September 28, 2018 8:49 AM
Subject: FW: SJR State students conduct public opinion research on local issues

Please see the following information from Mary Garcia.

Amanda Gabriel

Executive Assistant to the County Administrator
Putnam County Board of County Commissioners
2509 Crill Avenue, Suite 200
Palatka, FL 32177
386-329-0207

From: Mary Garcia
Sent: Saturday, September 22, 2018 3:47 PM
To: amanda gabriel <amanda.gabriel@putnam-fl.com>
Cc: DAgostine, Cynthia L <Cynthia.DAgostine@flhealth.gov>
Subject: FW: SJR State students conduct public opinion research on local issues

Amanda,
Can you share the link with the LOGIC team.
Thanks
Mary

Mary L. Garcia, MBA
Administrator / Health Officer

Florida Department of Health Putnam County
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http://www.sjrstate.edu/press2018/18_public_opinion_survey.html

SJR State students conduct public opinion research on local issues

SEPTEMBER 2018

In partnership with the Putnam County Chamber of Commerce, students enrolled in St. Johns River State College's Bachelor of Applied Science (B.A.S.) in Organizational Management program will conduct public opinion research on local issues in Putnam County. Members of the community, ages 18 and up, are encouraged to participate. Survey results will be reported in a Putnam Quality of Life progress report, which is intended to establish trend lines for helping to build a better community.

[TAKE THE SURVEY](#)

Various aspects of the community's quality of life, which a diverse group of people in the community would agree are priorities in relation to Putnam County's shared vision or goals, will be measured and presented in the report.

The Quality of Life progress report will provide information about the current state and well-being of the community, with the intention of generating conversations and encouraging community involvement to both celebrate and improve the quality of life in Putnam County.

A few of the 14 questions included on the survey include:

"All things considered, how satisfied are you with the quality of life in Putnam County today?"

"Is your financial security today better, worse, or about the same as compared to three years ago?"

"In your opinion, is the quality of leadership in our local Putnam County government excellent, good, fair, or poor?"

The full survey, which can be completed in under five minutes, can be accessed here: [TAKE THE SURVEY](#). Printed copies are available at the Putnam County Chamber of Commerce. Participation is voluntary, and participants will not need to identify themselves. The deadline to complete the survey is November 10.

Students enrolled in the College's B.A.S. program first participated in the Quality of Life project in Clay County in 2017. SJR State President Joe Pickens, who currently serves as chairman of the Putnam County Chamber of Commerce's Board of Directors and is also a member of the Clay County Chamber of Commerce, was in the audience when the most recent Clay County Quality of Life survey results were presented.

Appendix B

“I was immediately drawn to the belief that Putnam County should be doing something similar,” said Pickens. “And when I learned that SJR State students were an integral part of the process, I became even more convinced. As the College president and Chamber Board chair, I saw it as a ‘win-win’ for our students and the community.”

Organizational management instructor Aaron Knowles added, “The overwhelmingly positive response from the community created interest in Putnam County. We are honored to focus our attention on this wonderful community and allow each student to grow personally, academically and professionally through the process.”

“The Putnam County Quality of Life report gives our graduating B.A.S. students the unique opportunity to work individually with county leaders while also utilizing important research and analysis skills to provide decision-making information to the same leaders,” said Knowles.

For more information, contact [\(386\) 312-4183](tel:3863124183) or AaronKnowles@sjrstate.edu.

MEDIA CONTACT:

Susan Kessler

Director of Public Relations and Publications

[\(386\) 312-4020](tel:3863124020)

Mary "Nonnie" Garcia
#LiveWellPutnam
Sent from my iPhone



L.O.G.I.C.

Local Governments in Cooperation

Wednesday, November 28, 2018

1715 Moseley Avenue

Palatka, FL 32177

10:00 A.M

AGENDA

1. **Call to Order** – Commissioner Buddy Goddard, Chairman
 - Welcome
 - Invocation
 - Pledge of Allegiance
 - Introductions

2. **Approval of Minutes**
 - Approval of Minutes will take place at the meeting on January 23, 2019

3. **New Business**

4. **Open Discussion/ Updates/ Reports**
 - a. Update on SMA Drop-In Center

5. **Future Meeting Information**
 - a. Next Meeting Date: **1/23/2019**
 - i. **NOTE:** *LOGIC is a public meeting. As such, minutes are taken and advertisements are required prior to any meeting taking place or business being discussed. If a member would like to request a change in the date, time, or location of the meeting, it should be discussed with Staff so proper measures can be taken to comply with the Sunshine Laws.*

 - b. Any items requested to be placed on the Agenda for the January 23rd meeting should be emailed to amanda.gabriel@putnam-fl.com prior to January 16th.

**MINUTES OF THE
PUTNAM COUNTY L.O.G.I.C. COMMITTEE
WEDNESDAY, NOVEMBER 28, 2018
PUTNAM COUNTY, FLORIDA**

The Putnam County L.O.G.I.C. Committee met in scheduled session on Wednesday, November 28, 2018, at 10:00 a.m. at Palatka Municipal Golf Course, Palatka, Florida.

Present were: Joe Svingala, Town of Pomona Park; Betsy Driggers, Clerk, City of Palatka; Rhonda Odom, Putnam County School District; J.R. Grimes, Fire Chief/City of Palatka; John Youell, City of Palatka Municipal Airport; Cristobal Reyes, Palatka Daily News; Mary Garcia, Putnam County Health Department;

Also Present: Rosemary Anderson; Shirley Griffin; Jim Griffin; Carolyn Bennet, and Sarah Oliver, Deputy Clerk.

CALL TO ORDER

The Putnam County L.O.G.I.C. Meeting was called to order by Betsey Driggers at 10:23 a.m.

INVOCATION/PLEDGE OF ALLEGIANCE/INTRODUCTION

Shirley Griffin offered the Invocation and Betsey Driggers led the Pledge of Allegiance.

Round-table introductions followed.

APPROVAL OF MINUTES

No Minutes were approved at this meeting.

NEW BUSINESS

Mary Garcia spoke about the Rebuild Florida program and distributed a flyer to the Committee. A copy was retained for the record. A general group discussion took place about possible ways to spread the work on Rebuild Florida.

Betsey Driggers spoke about the Annual Christmas Parade and advised that the 2019 Parade will be Sam Deputy's last year as coordinator. A brief discussion took place on looking for volunteers.

Betsey Driggers informed the Committee of the upcoming Porchfest Event. A brief discussion was held on the details of the event.

Shirley Griffin notified the Committee of the upcoming Pancake Breakfast to be held in Pomona Park at the Community Center.

John Youell was present and discussed the Airport Fly-In Event at great length which will take place on January 26, 2019. A general group discussion took place on the event and attractions it brings.

Mr. Youell expressed the need for fundraising and donations for the event. A brief discussion ensued on possible fundraising sources. Mary Garcia agreed to contact the Port Authority regarding fuel.

Betsey Driggers provided an update on the SMA Drop-In Center. A general discussion took place involving the details of the lease and location. Ms. Driggers spoke about the goals of the center.

(See Supplementary File for copy of Information)

NEXT MEETING

The next meeting of the L.O.G.I.C. Committee will be held Wednesday, January 23, 2019, at 10:00 a.m., at the Palatka Municipal Golf Course.

ADJOURN

There being no further business to discuss, the L.O.G.I.C. Committee meeting was adjourned at 11:38 a.m.



Putnam County State Agency Resources

Florida Department of Health in Putnam County

Community Priorities

1. Infrastructure and Transportation

- a. Improve wastewater and water infrastructure
- b. Increase access to broadband internet
- c. Improve rail infrastructure
 - o I-10 intersection
- d. Improve port infrastructure

2. Quality of Life

- a. Establish the county as a food hub
 - o Support state farmers' market
 - o Support local farms

3. Economic Growth and Development

- a. Develop downtown Palatka (main street)
- b. Streamline permitting processes
- c. Increase tourism
 - o River to sea loop
 - o Agritourism
- d. Support cities in economic development

4. Workforce Training and Education

- a. Increase education and training opportunities for workforce
 - o Technical training



Putnam County State Agency Resources

Priority Number	Resource	Information	Point of Contact
1	Ride Solutions Board	<p>Mary Garcia, Health Officer serves on the Board for Ride Solutions which is the designated CDT (transportation for the disadvantaged). Only source of transportation for many elderly, disabled, and poor across the county. Critical for getting clients to WIC and Health services as well as food and medicine.</p> <p>Mary participated in Age Friendly Symposia held in Orlando 10/5/18. It is critical for Putnam County to link with the State Department of Elder affairs to be able to allocate federal funds to transportation for seniors. She discussed this with Mr. Prudom who is willing to assist.</p>	<p>Mary Garcia Administrator, Health Officer Mary.garcia2@flhealth.gov 386-326-3254</p> <p>Richard Prudom Deputy Sect and Chief of Staff; FL Dept. of Elder Affairs prudorm@elderaffairs.org 850-414-2393</p>
2.	City of Palatka	<p>Mary participated in the meeting to allow food trucks into the City of Palatka (Farm to table). The rule did pass, but the trucks who wanted access, have not set up in town. We have offered access to our WIC program and parking lot as a location for a start-up.</p>	<p>Mayor Hill City of Palatka</p>
	DOH-Putnam	<p>After Hurricane Irma, DOH-Putnam teamed up with UF-IFAS and Virginia Tech to test 80 well sites in Putnam.</p> <p>Success Story: We were able to link a local farmer to the testing site. When the FARM to SCHOOL program required well testing he was able to present and is now providing produce to the schools.</p>	<p>Mary Garcia Administrator, Health Officer Mary.garcia2@flhealth.gov 386-326-3254</p> <p>UF-IFAS Putnam</p>
	DOH-Putnam	<p>We have begun a DSME program and are seeking accreditation this year. Diabetes is an issue in Putnam. We also have provided funding to UF-IFAS to continue</p>	<p>Carol Kazounis Registered Dietician DOH-Putnam Carol.Kazounis@flhealth.gov</p>



Putnam County State Agency Resources

		the partnership for the Diabetes Prevention Program (DPP).	Wendy Lynch Health Educator UF-IFAS
3c	St. Johns River to Sea Loop	Mary is part of the team that is working in Putnam to host Florida Planners for the SJR2CLoop. This will be a summit at the St. Johns River State College culmination with the opening of the Hastings Trail Hub on November 16 th and 17 th .	Herb Hiller SJR2CLoop Alliance Kraig McLane Putnam Waterways and Trails Committee St. Johns River State College.



Annual Report—2018

FINANCIAL ASSISTANCE

- Sixty six (66) people approached Putnam First Cancer Fund (PFCF), a 501(c)3 charity, about assistance.
 - Sixty-four (64) people were given screening dates with the Palatka Christian Service Center (PCSC) to determine eligibility to receive funds from PFCF.
 - Sixty (60) people were vetted as meeting our qualifications for assistance.
 - Fifty five (55) were approved by PFCF for financial assistance with diagnostic testing, sitting services, or emergency financial matters.
 - **Forty eight (48) people actually received some form of financial assistance from PFCF.**
 - Seven (7) people no longer needed assistance from PFCF because they managed to get insurance, found other means of assistance, moved elsewhere ,or chose not to have the procedures performed.
 - Four (4) chose not to go for vetting by PCSC.
 - Two (2) people immediately chose not to seek assistance from PFCF.
 - Almost \$79,000 worth of financial assistance was approved for the 55 people seeking help.

Appendix D

- Over \$43,000 was actually spent on diagnostic testing for 24 people, or almost \$1,800 per person.
 - Eleven (11) people did indeed have cancer and were referred for treatment, or 46% of those we helped with diagnostic testing.
 - Eleven (11) individuals were happy to find out that their symptoms were negative for cancer.
 - Two (2) individuals met with a physician, for which we paid, and did not have any diagnostic testing done.
- Over \$13,000 was actually spent on sitting services or emergency financial assistance for rent, utilities, etc., for 25 people, or about \$545 per person.
- One (1) person received both emergency financial and diagnostic testing assistance from PFCF.
- Combined, we averaged about \$1,200 per individual served in 2018.

EDUCATION

Our continuing education efforts about early detection (including breast cancer awareness) and the services provided by PFCF evolved around the Rotary health fair, the Putnam County Fair, Dr. Kuruvilla's weekly talk show program on the radio stations AM and FM WIYD/WPLK, and his meetings with medical staff, pulmonologists, and medical administrators.

Quite often these meetings were about a new education effort by PFCF with regard to low dose CT (LDCT). The first step in educating the public about the importance of this diagnostic tool was to encourage the credentialing of radiology department CT scans to be certified for LDCTs—our big educational effort for 2019.

None of these educational efforts required the expenditure of PFCF revenue.

INCOME

In 2018, we received \$52,526. The money came as a result of local fundraisers, grants, memorials, or gifts. Our charity is totally a volunteer organization. The only expenses not related to financial assistance for individuals included payments to the State of Florida corporate related items and insurance—\$1,628 or 3% of our income, which

Appendix D

means that 97% of our funds were available to provide financial assistance to potential cancer patients or to cancer patients.

CONCLUSION

We succeeded to fulfill all parts of our mission as a 501(c)3 charity, which is

- To receive and/or solicit contributions;
- To financially assist residents of Putnam County who have been diagnosed with cancer or who may need diagnostic testing to determine the presence of cancer;
- To also use our contributions to facilitate educational awareness and cancer screening programs and activities within Putnam County, Florida.