

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting
Thursday, January 12, 2012

Children's Services Council of St. Lucie County
546 NW University Boulevard, Suite 201 -- Board Room
Port Saint Lucie, Florida 34986
Meeting time: 8:30 a.m.

MINUTES

- I CALLED TO ORDER: 8:30 a.m.** by Chairperson Kathryn Hensley.
- II PLEDGE OF ALLEGIANCE**
- III MISSION STATEMENT** Read by Chairperson Kathryn Hensley; *"The mission of the Children's Services Council is to improve the quality of life for all children in St. Lucie County."*
- IV ROLL CALL:** Quorum established.

COUNCIL PRESENT: Chairperson **Kathryn Hensley** (*School Board Member*); Secretary **Garry Wilson** (*Governor Appointed*); **Paula A. Lewis** (*County Commissioner*); **Cheri Sheffer** (*Department of Children & Families*); **Queen Townsend** (*Governor Appointed*); **Pat Alley** (*Governor Appointed*); and **Dennis Corrick** (*Governor Appointed*).

COUNCIL ABSENT: **Mark Klingensmith** (*Circuit Judge*); **Cynthia Angelos** (*Governor Appointed*); and **Michael J. Lannon** (*Superintendent of Schools*).

OTHERS PRESENT: **Sean Boyle** (*Executive Director*); **Dori DiToro** (*Director of Finance & Human Resources*); **Jim Dwyer** (*Director of Programs*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Erin Craig** (*Fiscal/Human Resources Specialist*); **Jeannie McColister** (*Program Specialist*); **Paula Rivera** (*Office Manager/Transcriber*); **Glen Torcivia** (*CSC Attorney*), and 2 members of Public in attendance (please reference Attendance Sheet for details).

NOTICE: *The Children's Services Council of St. Lucie County maintains an audio record of all monthly Council meetings and public hearings. The written summarized minutes of the meetings are concise and become the official minutes after approval by the Council. Any person seeking to appeal any decision by the Children's Services Council, with respect to any matter considered at this meeting, is advised that a record of the proceeding is required in any such appeal and that such person may need to insure that a verbatim record of the proceeding is made including the testimony and evidence upon which the appeal is to be based.*

V PUBLIC COMMENTS

No comment from public in attendance.

VI CONSENT AGENDA

Ms. Pat Alley motioned to approve the Consent Agenda, which includes minutes from the Regular Monthly meeting and financials for the month of December. Ms. Queen Townsend seconded the motion. Motion carried unanimously 7/0.

VII EXECUTIVE DIRECTOR'S REPORT

Executive Director, Mr. Sean Boyle, reported and updated Council as necessary referencing his report (Attachment 2 of Council Packet) which is included in the Council Packet.

Item(s) new to Mr. Boyle's report and/or requiring updates:

RFP Bidders' Conferences: Mr. Boyle reminded Council of the two Bidders' Conferences scheduled in January. The Summer Proposers' Conference scheduled for January 6th had approximately 25 people in attendance. The Annual Proposers' Conference scheduled for January 13th is expected to have even a larger turnout with representation from all our funded programs expected in attendance.

Quarterly Report Tardy Submissions: Mr. Boyle informed Council that due to some concerns with Agency Quarterly Reports being received tardy, this fiscal year included in the agency contract there will be a penalty enforced (\$500 or 5% -- the lesser of the two) on any late submissions. Quarterly Report format was recently instituted to allow agencies to submit their Quarterly Reports to CSC via email and housed via a Microsoft Access database. This format will be easier to manipulate to release specific data. Mr. Boyle wished to advise the Council of these changes, including the new penalty enforcement, as in the future agencies may attempt to appeal their penalty fees with the Council. Due to the new format and new implementation of penalties, Staff has been generous with regular agency reminders to be certain our agencies receive advanced notice, and do not incur penalties for tardiness.

Needs Assessment: Mr. Boyle reminded Council with regards to CSC's investment of \$25,000 towards the community needs assessment, which the United Way will be taking the lead in coordinating; there are over 20 stakeholders participating. This assessment will analyze data from birth through 99+. Community focus groups and phone surveys will begin later in January or early February. There will be a community leader focus group and provider focus group which will assist in targeting the 'voice' of the Hispanic and Haitian populations.

Sounds of the Seasons (CSC) Concert: Mr. Boyle thanked members of the Council who were able to participate in this special event, and informed all that it was more successful than anticipated with well over 1,000 in attendance. Every performance received a standing ovation from the crowd. It was a fantastic evening for all who attended, and very successful. CSC plans to have a similar event next year. Although, CSC attempted to get the press involved, the story was declined by the city editor; however an event picture with no story was published in the Hometown News. Nonetheless, the concert through word of mouth has received accolades from the public. Mr. Boyle was approached by a stranger who complimented him on a well organized event.

CSC in the Spotlight: Mr. Boyle reminded Council that last year CSC was honored by Children's Week Community with an award for its collaboration in the HANDS clinic. St. Lucie County will be honored again this year with an award for the Kids at Hope Project and once again CSC is being acknowledged in its partnership efforts.

Statewide CSC Conference: Mr. Boyle informed Council that both Ms. Hensley and he will be attending the CSC statewide conference in Tallahassee the week of January 16th.

Outstanding Youth Awards Dinner: Mr. Boyle reminded Council to note on their calendars the Outstanding Youth Awards Dinner date of Monday evening, May 14, 2012. Council members and staff normally participate in presenting the Youth awards and are present for this signature dinner.

CSC Council Judicial Seat: Mr. Boyle received a unique request from Judge Levin's office to have two judges sit on the CSC Council— Judge Schack and Judge Klingensmith. Both are interested in sitting on the CSC Council and the request is for both to sit with a shared vote. CSC attorney clarified that statute indicates that one judge must be the designated vote; hence both judges may be present however one designated judge is assigned the vote. Chief Judge Levin will be informed to make that decision as to whether the designation will be honored to Judge Schack or Judge Klingensmith.

VIII OLD BUSINESS

None presented.

IX NEW BUSINESS

A) Budget Transfer Request: New Horizons of the Treasure Coast – Student Assistance Program

Ms. DiToro referenced Attachment #3 of the E-Packet; and provided a brief synopsis of the Council Action Item. New Horizons of the Treasure Coast Student Assistance Program has been funded by CSC since 1992. The program is a school based prevention program designed to prevent and reduce substance use and abuse among youth, serving youth ages 5 through 13. New Horizons is requesting a budget transfer in the amount of \$20,273.62. This request provides for realignment of funding amongst line items after making a staffing change of a full time position to a part time position and the need for maternity leave for one of its staff members. The program wishes to utilize the available funds for various purposes as outlined in the CAI. CSC Staff supports this budget transfer request. Chief Wilson disclosed that he is on the New Horizons of the Treasure Coast board of directors. CSC attorney asked this disclosure be noted for the record; however Chief Wilson is permitted to cast a vote as he does not gain any personal and/or financial benefit from this motion.

Ms. Pat Alley motioned to approve the Budget Transfer Request for New Horizons of the Treasure Coast Student Assistance Program in the amount of \$20,273.62, dated December 12, 2011 Change No.1, as noted on the Council Action Item. Mr. Dennis Corrick seconded the motion. Motion carried 7/0.

B) Project ROCK South Update

Mr. Boyle provided Council with a brief history of the recent developments related to this agency's board structure and venue of services. The proposed plans of having Boys & Girls Club as the fiscal agent for Project ROCK is no longer under consideration as the Project ROCK board members would like to remain active and heavily involved in the direction of this program. Ms. Townsend, who is not only our CSC Council member but also a Project ROCK board member, has been instrumental in the re-organization of the Project ROCK South board & program services. Tentatively the program is utilizing a Boys & Girls Club site for program services, and transitional plans are in progress for a permanent site. CSC has kept in close contact with the program's administration, and is current on its developments. CSC Staff will keep Council informed accordingly.

XI COUNCIL & STAFF COMMENTS

- CSC Chair informed Council of the new branding (sponsored free) for the SLC School District, Parent Academy, STEM project and Early Learning. The new unified logo will appear on all these organization websites. Look forward to seeing the new branding in our local community.

- CSC Chair mentioned that the Children's Movement has been influenced greatly by the SLC community. This organization is highly impressed with the community partnerships and the community progress that is evident in the improvement of our children's welfare.

XI FUTURE MEETINGS

- CSC Regular Monthly Meeting – February 9, 2012 at 8: 30 a.m.

XII ADJOURNMENT: 9:16 a.m.

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

REGULAR COUNCIL MEETING

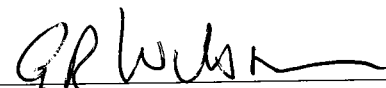
January 12, 2012

MOTIONS PASSED

1. **APPROVED** the **January 12, 2012 Consent Agenda**, which includes the following:
 - A. *The Agenda for January 12, 2012.*
 - B. *The Regular Meeting Minutes for December 8, 2011.*
 - C. *The Cumulative Financial Report for FY 2010/11 as of December 31, 2011 for General CSC.*
 - D. *The Summary of Fund Balance for CSC, as of December 31, 2011.*
 - E. *Transactions Report as of December 31, 2011.*
 - F. *The Cumulative Financial Report for FY 2011/12 as of December 31, 2011 for General CSC.*

2. **APPROVED** *the Budget Transfer Request for New Horizons of the Treasure Coast Student Assistance Program in the amount of \$20,273.62, dated December 12, 2011 Change No.1, as noted on the Council Action Item.*

Approved by: _____


Garry Wilson, Secretary

Date: _____

2-9-12