

# CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting  
Thursday, November 14, 2013

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

## MINUTES

- I **CALLED TO ORDER: 8:32 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*); **Amy Gregory** (*Department of Children & Families*); **Candice Loupe** (*Governor Appointed*); **Pat Alley** (*Governor Appointed*); and **Marilyn Lawless** (*Governor Appointed*).

**COUNCIL ABSENT:** Vice Chair **Queen Townsend** (*Governor Appointed*); **Genelle Yost** (*Superintendent of Schools*); **Paula A. Lewis** (*County Commissioner*); and (*Circuit Judge – position vacant*).

**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*); **Sandy Mack** (*Program Specialist*); **Paula Rivera** (*Office Manager/Transcriber*); **Dee Torres** (*Administrative Assistant*); **Glen Torcivia** (*CSC Attorney*) and 4 members of Public in attendance. Reference attendance sheet for specifics.

**OTHERS ABSENT:** **Ashley Mock** (*Communications Coordinator*).

**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

Nicolas Khoury, Executive Director of the Club Pure Inc. Project ROCK North program, explained that he was actually attending this meeting for the purposes of the Budget Transfer that is presently on the agenda for discussion; nonetheless he would take this opportunity to update Council on the possible future expansion of the program. Club Pure Inc. is currently in discussions with Club Utilitas, and other local agencies including Early Learning Coalition. They are looking into the possibilities of opening a third location on Avenue L in north Fort Pierce that would provide services for children year round including a summer camp. However, the obstacle remains in funding for these additional services and Club Pure is currently seeking guidance in all areas of resources and funding for this expansion.

## VI CONSENT AGENDA

*Ms. Lawless motioned to approve the Consent Agenda, which includes meeting minutes, Council Attendance Record and financials for the month of September 2013. Included under Consent Agenda was a Budget Transfer Request from CHS Teen Life Choices Program. Ms. Alley seconded the motion. Motion carried unanimously 6/0.*

## 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:

**Council Member – Amy Gregory:** Mr. Boyle announced the newest CSC Council Member and representative from the Department of Children and Families, Ms. Amy Gregory. She is with us for her first Council meeting, however has already been on an agency site visit (Boys & Girls Club of St. Lucie County Chuck Hill Unit) earlier this week. Very impressive agency visit; both witnessed a presentation put on by the kids of the obstacles and peer pressure currently faced in school.

**CSC Holiday Concert:** Mr. Boyle reminded Council members of the upcoming CSC Holiday Concert planned at the Sunrise Theatre in Fort Pierce for the evening of December 6<sup>th</sup>. Ticket popularity is on fire, and between both ticket locations (Sunrise Theatre and CSC) there are only a few hundred remaining with a venue of over 1,000 seats. Public Service Announcements have just finalized recording and not yet made public, with this said tickets are very limited.

**CSC Funded Agency Conference:** CSC recently had a meeting with the CSC funded programs to provide them information on how the programs can address the public relative to CSC's 2014 referendum – what information can be shared and how to address inquiries. A follow up meeting is being scheduled to address certain concerns and inquiries that will be better answered by Mr. Torcivia, CSC attorney and legal expert on the matter.

**CSC Language for 2014 Referendum:** Mr. Boyle reminded Council of the Council Action Item brought before them last month which related to specific language drafted with the assistance of the CSC attorney, Mr. Torcivia, to be brought before the Board of County Commissioners relaying CSC's intent to seek reauthorization to continue in existence, unless it is dissolved by either the BOCC or by special act of the Legislature. Mr. Boyle and Mr. Torcivia will be meeting with Mr. Dan McIntyre, St. Lucie County Attorney, to discuss this proposed ballot language later today. The ballot language proposed includes notice that if 'CSC does not pass reauthorization it will continue in operation until September 30, 2015, as the TRIM budget process for fiscal year 2014/2015 will have already occurred when this comes up for ballot.

**CSC Honored with Sylvie Award:** Mr. Boyle informed Council that CSC was awarded the Sylvie Maternity and Health Leadership Award from the Healthy Start organization – an honor similar to CSC’s Kathy Basile Champion for Children Award.

**CSC’s Children:** Mr. Boyle made reference to the number 34,444 -- this is the number of children served through our CSC funded programs for fiscal year 2012-2013. That is greater than the previous year’s record of approximately 32,000 children served and a significant increase from 28,000 served just five years ago. Definitely validates our services rendered, and a push to continue in informing the community of the vast services available to St. Lucie County children by means of CSC’s funding made available to these programs.

*(CSC Attorney, Mr. Torcivia, arrived at 8:48 a.m. during the Executive Director’s Report narrative.)*

## VIII OLD BUSINESS

*(none)*

## IX NEW BUSINESS

### **A) Budget Transfer: Club Pure Inc. Project ROCK North Program**

Ms. DiToro provided a synopsis of the Council Action Item (Attachment 3) of the CSC E-Packet. Club Pure, Inc was first awarded CSC funding in June 2013 for the administration of the Project ROCK North program formerly under Pastor and Mrs. Brown (currently retired). The new agency began program operations in July of 2013 accepting students at the start of the school year in August 2013. For fiscal year 2013/2014 Club Pure was awarded \$114,979 by CSC for its program services. As reference, Club Pure Project ROCK North program also had a budget transfer request on the Council agenda at last month’s meeting in the amount of \$9,351.20 which was approved by Council. As a new program they are still working on some organizational adjustments that will bring more efficiency to the operation while enhancing services to provide for better clients’ needs. CSC Team recommends the approval of this request.

*Chief Wilson motioned to approve the Budget Transfer Request for Club Pure, Inc Project ROCK North program dated October 23, 2013 for fiscal year 2013/2014 in the amount of \$9,197.20 as detailed on Attachment 3 of the E-Packet. Ms. Loupe seconded the motion. Motion carried unanimously 6/0.*

### **B) Budget Transfer: Roundtable of St. Lucie County Kids at Hope Program**

Ms. DiToro provided a synopsis of the Council Action Item (Attachment 4) of the CSC E-Packet. The Roundtable of St. Lucie County Kids at Hope Program is currently being funded by CSC at \$94,800 for fiscal year 2013/2014. This budget request for \$8,910.00 is to provide additional dollars required for training of the St. Lucie County adult community in the Kids at Hope culture. These trainings were requested by the respective organizations after the Kids at Hope budget was prepared for the current fiscal year; consequently, these expenses were not included in the original budget. Due to a newly awarded Hunt Foundation grant the Roundtable now has the funding available in “Other/Contract” line item to transfer over to cover these unexpected expenses. CSC Team recommends approval of this Budget Transfer Request.

*Chief Wilson motioned to approve the Budget Transfer Request for Roundtable of St. Lucie County Kids at Hope Program dated October 17, 2013 for fiscal year 2013/2014 in the amount of \$8,910.00, as detailed in Attachment 4 of the CSC E-Packet. Ms. Alley seconded the motion. Motion carried unanimously 6/0.*

### **C) Council Action Item: Program Proposal Application for FY 2014/2015**

Mr. Boyle provided a synopsis of the Council Action Item (Attachment 5) of the CSC E-Packet. In order to determine CSC’s funding for the fiscal year, CSC typically releases a request for annual program

proposals which includes specific instructions, narrative, and budget. The RFP will be released to our current funded programs only, and does not ensure automatic CSC funding as each program will be reviewed in detail and budget materials analyzed thoroughly to determine funding amount awarded. The proposed timetable for this application process is outlined in the Council Action Item. Due to the current economic climate and the upcoming 2014 referendum impacting the execution of funding in this application process, the CSC Team does not believe now would be appropriate timing to change direction in the offering.

***Ms. Lawless motioned to approve the Request for Program Proposals application consisting of Instructions, Narrative and Budget; the CSC Funding Opportunities, Policies and Tentative Schedule document, as detailed in Attachment 5 of the CSC E-Packet. Ms. Loupe seconded the motion. Motion carried unanimously 6/0.***

**D) Council Action Item: 2014 Summer Program Proposal Application**

Mr. Dwyer provided a synopsis of the Council Action Item (Attachment 6) of the CSC E-Packet. Mr. Dwyer explained that CSC has provided for school summer recess funding for more than ten years, and within the last three years has placed an emphasis on mitigating summer learning loss. Summer learning programs have the potential to help children from low-income families have access to educational resources throughout the summer months when schools are generally in recess, and for low-achieving students who require additional time to master academic material. CSC has budgeted \$200,000 for summer funding of this type. Although the emphasis is on education, CSC looks for programs that are well-balanced in providing the educational learning component with positive recreation to keep children interested and wanting to return to the program. The summer application process timetable begins in December 2013 with the release of the Summer Funding Application to allow sufficient time for the mandatory program conference, return of the completed application, reviewer process and team recommendation to Council in March of 2014. This provides time for the programs awarded CSC funding to procure the resources and staffing preparation necessary to be operational for the summer months. Over \$400,000 in application requests was received for summer 2013 and much work was required in reviewing applications to award the best, most practical needed program services to our community. CSC expects to receive the same if not a larger sum of requests for summer funding 2014.

***Ms. Lawless motioned to approve the 2014 Summer Learning Program Funding application, as detailed in Attachment 6 of the CSC E-Packet. Ms. Loupe seconded the motion. Motion carried unanimously 6/0.***

**XI COUNCIL & STAFF COMMENTS**

- CSC Chair awarded CSC team member, Ms. Rivera, with a plaque for ten years of service to the Children's Services Council of St. Lucie County.
- CSC Chair informed Council that another year has passed, and a performance evaluation form is necessary for completion by each member of Council in order to evaluate the CSC Executive Director, Mr. Boyle. Ms. Hensley requested that all completed forms be sent to her no later than November 25, 2013. A summary of results will be communicated at the Council meeting in December.
- CSC Chair shared that the Florida Surgeon General was in town recently and provided for an opportunity to speak with him on the Kids at Hope philosophy. He seemed quite impressed with the information, and the collaborative nature of our community.
- CSC Chair shared that the Children's Movement will be working on a public resolution in which to propose this group to become the organizational umbrella to get kids issues brought before state officials and making them more of a priority.

**XI FUTURE MEETINGS**

- CSC Monthly Meeting – December 12, 2013 at 8:30 a.m.

**XII ADJOURNMENT: 8:54 a.m.**

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

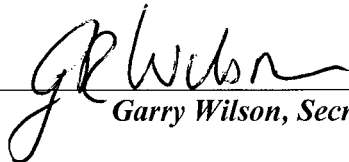
REGULAR COUNCIL MEETING

November 14, 2013

MOTIONS PASSED

1. **APPROVED** the November 13, 2013 Consent Agenda, which includes the following:
  - A. *The Agenda for November 13, 2013.*
  - B. *The Regular Meeting Minutes for October 10, 2013.*
  - C. *The CSC Council Attendance Record – as of October 13, 2013.*
  - D. *The Cumulative Financial Report for CSC FY 2012/13 as of November 1, 2013.*
  - E. *The Summary of Fund Balance for CSC, as of November 1, 2013.*
  - F. *The Transactions Report for CSC, as of November 1, 2013.*
  - G. *The Cumulative Financial Report for CSC FY 2013/14 as of November 1, 2013.*
  - H. *The Budget Transfer Request for Children's Home Society Teen Life Choices Program*
  
2. **APPROVED** *the Budget Transfer Request for Club Pure, Inc Project ROCK North program dated October 23, 2013 for fiscal year 2013/2014 in the amount of \$9,197.20 as detailed on Attachment 3 of the E-Packet.*
  
3. **APPROVED** *the Budget Transfer Request for Roundtable of St. Lucie County Kids at Hope Program dated October 17, 2013 for fiscal year 2013/2014 in the amount of \$8,910.00, as detailed in Attachment 4 of the CSC E-Packet.*
  
4. **APPROVED** *the Request for Program Proposals application consisting of Instructions, Narrative and Budget; the CSC Funding Opportunities, Policies and Tentative Schedule document, as detailed in Attachment 5 of the CSC E-Packet.*
  
5. **APPROVED** *the 2014 Summer Learning Program Funding application, as detailed in Attachment 6 of the CSC E-Packet.*

Approved by: \_\_\_\_\_

  
Garry Wilson, Secretary

Date: \_\_\_\_\_

12-12-13