

# CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting  
Thursday, April 10, 2014

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: 8:30 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*); **Genelle Yost** (*Superintendent of Schools*); **Paula A. Lewis** (*County Commissioner*); **Amy Gregory** (*Department of Children & Families*); **Pat Alley** (*Governor Appointed*); **Marilyn Lawless** (*Governor Appointed*); **Candice Loupe** (*Governor Appointed*); and **Jason Matson** (*Governor Appointed*).

**COUNCIL ABSENT:** **Charles A. Schwab** (*Circuit Juvenile Judge*).

**OTHERS PRESENT:** **Sean Boyle** (*Executive Director*); **Dori DiToro** (*Director of Finance and Human Resources*); **Jim Dwyer** (*Director of Programs*); **Ashley Mock** (*Communications Coordinator*); **Erin Craig** (*Fiscal/Human Resources Specialist*); **Sandy Mack** (*Program Specialist*); **Paula Rivera** (*Office Manager/Transcriber*); **Glen Torcivia** (*CSC Attorney*) and 0 members of Public in attendance. Reference attendance sheet for specifics.

**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.*

*Council Member Pat Alley arrived at the meeting during the reading of the memorandums of voting conflict. Quorum of eight members established.*

## **V PUBLIC COMMENTS**

*There was no public in attendance to address the board.*

## **VI CONSENT AGENDA**

*Ms. Alley motioned to approve the Consent Agenda, which includes meeting minutes, Council Attendance Record, and financials for the month of March 2014. Ms. Loupe seconded the motion. Motion carried unanimously 8/0.*

*Council Member Paula Lewis and CSC attorney Glen Torcivia arrived at the meeting following the consent agenda vote, respectively. Quorum of nine members established.*

## **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 Folder Contents:** Mr. Boyle addressed everyone's attention to their respective Council folder and briefed everyone on its contents. Included in each folder, is a custom-addressed envelope with an invite to the Outstanding Youth Awards Dinner for the evening of Monday, May 19<sup>th</sup>. The \$25 dinner fee is waived for Council Members due to our generous sponsors: Ms. Kathy Post, Post Insurance; PNC Bank; and the Sheriff's Office. Presently, CSC is pending the score sheets from the committee members for finalizing the tally on the five youth that will be presented with recognition at this evening's dinner. The youth will be presented a \$1,000 scholarship from the St. Lucie County Education Foundation for their educational pursuits after high school graduation. At this dinner, the Champions for Children Award will be presented to those that have gone above and beyond in favor of children. The nominees for this year: Ms. Queen Townsend – former CSC Council Member, former Assistant Superintendent of Schools, and presently active in the community at various levels in support of children; and second nominee is Mr. Will Malone – Hibiscus Children's Center Supporting Families in Crisis Program. During a change in organizational structure, Mr. Malone stepped up to the plate and kept not only his caseload current, but also took on an additional caseload of clients due to staff shortage. Next, Mr. Boyle made reference to a copy of the one-page CSC Annual Report (included in the Council folder) which was published in yesterday's newspaper. Mr. Boyle explained that a detailed version of the CSC Annual Report was also printed and is included in the Council folder as well. Mr. Boyle acknowledged Ms. Mock's work in the design of these editions of the Annual Report.

**Roundtable of St. Lucie County:** Mr. Boyle informed Council members that the Roundtable of St. Lucie County, Executive Director, Ms. Christine Epps, recently gave notice of her resignation. Ms. Epps headed the Roundtable for over 12 years and was active in the community seven years preceding her work at the Roundtable. She will be relocating out of state, however will be available and will participate in the hiring process of the next Executive Director. CSC will play a role in serving on the committee designated to hiring a new Executive Director, Mr. Boyle serving as the Vice Chair of this committee. Mr. Boyle noted that the current two Roundtable staff are CSC employees. This relationship was established early on to provide Roundtable employees benefits and a retirement package. Mr. Boyle asked the Council members 'does CSC wish to continue this unique relationship status with the new Roundtable Executive Director'. By general consensus Council members were in favor of continuing in this

relationship. CSC is one of the highest contributing members of the Roundtable, and is fully committed in the Roundtable's mission. CSC would be providing much of the services Roundtable offers to the community, if Roundtable did not assume this responsibility.

**Acknowledgements:** Mr. Boyle expressed appreciation for Council member Jason Matson who represented CSC at the YMCA's fundraiser auction in which CSC received the lovely piece of art on display today. The children paint logos of all local businesses, and a public event is held in which the young painters and their parents are present as well. Much pressure is placed on attendees to purchase the special art with parents making bids on their child's art. After an auction bidding war between the painters' parent and Mr. Matson to purchase the CSC logo auctioned art piece, the parent did win the auction. After the parent learning the reason behind Mr. Matson's persistence to purchase the art, the parent willingly gifted their child's art piece to CSC. Mr. Boyle thanked Ms. Hensley for her advocacy on behalf of the Children's Services Council at a recent Concerned Citizens Meeting. Mr. Boyle also acknowledged the corporate sponsorships - Council members Ms. Loupe from PNC Bank and Chief Wilson from St. Lucie Sheriff's office - for the CSC signature Outstanding Youth event. He thanked Chief Wilson for his instrumental role in getting CSC connected with all the county HOA associations and solidifying a speaking engagement on May 17th. Mr. Boyle also recognized the efforts of Council member Ms. Gregory's for her work on the Department of Children and Families editorial slot on Child Abuse Prevention and Awareness. Ms. Gregory's editorial speaks on what CSC does in the community to prevent children from entering the system.

**Council Folder Contents (continued):** The last item Mr. Boyle referenced is CSC's elevator speech card similar in size to a business card. CSC's five talking points and legally approved language on the referendum are presented on the card for easy reference and mobility.

**CSC Office Space:** Mr. Boyle informed Council members that CSC is presently in the negotiation process of a possible future tenant to occupy some space on the West side of the second floor of the CSC building. This organization was referred to us by a former CSC board member, Ms. Cheri Sheffer. Building preparatory is being performed for this potential new tenant, Henderson Behavioral Health. This location would be utilized as a hub for their case managers, no clinical examinations would be addressed onsite.

## VIII OLD BUSINESS

*(none)*

## IX NEW BUSINESS

### A) Provision for Audit Services

Ms. DiToro provided a brief synopsis of the Council Action Item (CAI), known as Attachment #3 of the CSC e-Packet. Ms. DiToro explained that our current auditor Berger, Toombs, Elam, Gaines and Frank has provided and completed their contractual services to CSC. Hence, it is time again to negotiate contracted services with an audit firm – either determine to extend services with current auditor for another year, or place a new request for proposal for auditor services. Whichever path taken, CSC would require appointing a council representative(s) to either negotiate the extension with the current auditor; or serve on an audit committee to pursue the process of auditor selection by solicitation of new proposals. CSC Team remains independent of the Auditor Selection Process and accepts the recommendation of Council members. Despite some research on Ms. DiToro's part for guidelines on auditor selection and extensions, there has been no concrete information relevant in this regard. After some discussion, it was highlighted that Berger, Toombs, Elam, Gaines and Frank has a reputable well respected rapport with many local organizations, including many government entities that utilize them. CSC's experience with this organization has always been consistently a smooth one as well.

*Ms. Marilyn Lawless motioned to approve the extension of the current auditor – Berger, Toombs, Elam, Gaines & Frank – for auditing services for one additional contractual year. CSC Council member Pat Alley volunteered to negotiate with the current auditor firm on behalf of CSC. Ms. Genelle Yost seconded the motion. Motion carried unanimously 9/0.*

**B) 2014 Community Report Card Presentation**

Mr. Boyle addressed Council's attention to the PowerPoint presentation slides. He explained that normally Ms. Andreacchio would perform this presentation, however due to her conflict of St. Lucie County Leadership meeting she is not in attendance today. In the Report Card will be shown the indicators that CSC is tracking, the percentages and/or rates respectively and a comparison of the data the year before – tracking in a positive trend is what CSC is seeking. Mr. Boyle highlighted the different tracking information while stopping to respond to any inquiries addressed by Council members. This Community Report Card is presented every year and has been referenced by other entities, i.e. Roundtable of St. Lucie County. Mr. Boyle finished his presentation with accolades to Ms. Andreacchio for tracking this data annually; she will return next year to personally present the information. In summation, despite our very high population of needy low income families, St. Lucie County's trend data is still flowing in a positive direction. A fact that CSC and all its community partners should take pride in.

**X COUNCIL & TEAM COMMENTS**

- Mr. Boyle informed Council members that there are baseball tickets available for Saturday's game, April 11<sup>th</sup> - compliments of the game sponsor YMCA, and available to anyone wishing to extend to family and friends.
- Ms. Alley expressed her thanks to the CSC Grapefruit Squeezers – Ms. Mock and her team. Although, CSC was not a winning team, we did run in close competition.
- Ms. Lawless requested a stock of CSC directories for an upcoming St. Lucie Medical Center event.

**XI FUTURE MEETINGS**

- CSC Monthly Meeting – May 8, 2014 at 8:30 a.m.

**XII ADJOURNMENT: 9:18 a.m.**

**CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY**  
**REGULAR COUNCIL MEETING**  
**April 10, 2014**

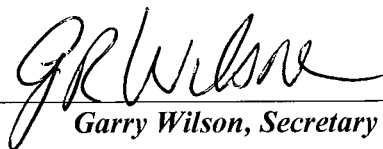
**MOTIONS PASSED**

1. **APPROVED** the **April 10, 2014 Consent Agenda**, which includes the following:

- A. The **Agenda** for April 10, 2014
- B. **Minutes** for CSC Regular Council Meeting for March 13, 2014
- C. CSC Council **Attendance Record** FY 2013/14 – as of March 13, 2014
- D. **Cumulative Financial Report** FY 2013/14 – as of March 31, 2014
- E. **Program Allocations Report** FY 2013/14 – as of March 31, 2014
- F. **Summary of Fund Balance** – as of March 31, 2014
- G. **Transactions Report** – as of March 31, 2014

2. **ACCEPTED** the extension of the current auditor – Berger, Toombs, Elam, Gaines & Frank – for auditing services for one additional contractual year. CSC Council member Pat Alley volunteered to negotiate with the current auditor firm on behalf of CSC.

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

  
Garry Wilson, Secretary

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

5-8-14