

# CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting  
Wednesday, September 17, 2014

Children's Services Council of St. Lucie County  
546 NW University Boulevard, Suite 201 -- Board Room  
Port Saint Lucie, Florida 34986  
*(This meeting directly followed the Final Budget Public Hearing)*

## MINUTES

- I CALLED TO ORDER: 5:20 p.m.** by Chairperson Kathryn Hensley.
- II PLEDGE OF ALLEGIANCE** *(this action was waived as it was performed at previous meeting)*
- 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:** *(No Roll Call was taken, as it was established at previous meeting and carried over.)* Quorum of nine members established.

**COUNCIL PRESENT:** Chairperson **Kathryn Hensley** *(School Board Member)*; Vice Chair **Pat Alley** *(Governor Appointed)*; Secretary **Garry Wilson** *(Governor Appointed)*; **Amy Gregory** *(Department of Children & Families)*; **Charles Schwab** *(Circuit Juvenile Judge)*; **Paula A. Lewis** *(County Commissioner)*; **Candice Loupe** *(Governor Appointed)*; **Jason Matson** *(Governor Appointed)*; and **Marilyn Lawless** *(Governor Appointed)*.

**COUNCIL ABSENT:** **Genelle Yost** *(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)*; **Sandy Mack** *(Program Specialist)*; **Paula Rivera** *(Office Manager/Transcriber)*; **Dee Torres** *(Administrative Assistant)*; and 1 member 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

No input received from the public in attendance.

## VI CONSENT AGENDA

In compliance with Section 112.3143, Florida Statutes, CSC Chair read into record three (3) Memorandum of Voting Conflict forms for CSC board members Ms. Alley, Judge Schwab and Ms. Hensley for the meeting of August 14, 2014. These voting conflict forms will be filed with and incorporated into the August 14, 2014 meeting minutes.

*Ms. Lawless motioned to approve the Consent Agenda, which includes meeting minutes from the Regular Monthly meeting, Council Attendance Record and financials for the month of August 2014. Ms. Alley seconded the motion. Motion carried unanimously 9/0.*

## 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:

**Chamber of Commerce Business & Industry Award Event:** Mr. Boyle reminded Council members of this evening's Chamber event in which CSC is being nominated for the third time -- making it three years in a row -- in the category of non-profit/subsidized business category. Ms. Mock has graciously gone ahead to save seats for Mr. Boyle and Ms. Hensley, who will be joining her at the adjournment of this evening's Council meeting.

**Florida Children's Council (FCC):** Mr. Boyle informed Council to reference a document in their Council folder from the FCC which details the 2015 Florida Children's Council State Policy Program. Part of FCC's work is to develop legislative priorities in the efforts to advance and prioritize the children's agenda into state legislation. This document represents CSC's statewide platform for the coming year. These are fluid and broad in nature; however serve as a foundation for FCC to address at a state level.

**CSC Council Appointments:** Mr. Boyle reminded Council of the two board seats (Lawless & Wilson) which are due to expire in November of 2014. The Board of County Commissioners at yesterday's meeting (Sept. 16<sup>th</sup>) voted to forward the names of six (6) applicants to the Governor's office for review and election by the Governor; a total of (12) twelve applications were received by the BOCC. CSC is expecting the Governor will select two from the six submissions to fill two seats that will be expiring in November 2014. These two Council members have reapplied for their respective seat positions and their applications were among the six selected to be forwarded to the Governor's office for the opportunity of re-appointment. According to Statute law, CSC expects to receive the new appointments within forty-five days of the submissions; historically appointments have taken significantly longer. Keep mindful, that CSC rarely receives notice of these new appointments, as the applicant is formally notified by the Governor's Office and is usually the one who contacts the CSC office on their new appointment status. CSC will keep you posted and deliver any news to you as soon as our office is notified.

**CSC's Annual Sundaes in the Park:** Mr. Boyle updated Council on the August 23<sup>rd</sup> event in which over 1,400 people participated. CSC provided free books, ice cream and other freebies to those visiting. It was extremely hot and humid, however despite the heat the turnout was a successful one. Mr. Boyle made mention of particular CSC board members that either volunteered and/or visited the event. Mr. Boyle made mention of the 'neighborhood project' which essentially is a blank post card that was provided to children for the purposes of them completing the sentence of 'I love our community

because...' with a drawing. Each post card references it was custom designed by a child in St. Lucie County, and will be mailed out to random SLC residents. Its mission is to get residents talking about their community, and what it means to them. The post cards were to contain the CSC logo on them, however due to a misprint the CSC logo was left off during production. For this particular event, CSC produced some internal post cards having the logo and used these. The professional reproduction will be used at future CSC events. CSC will explore redesigning this event in the future and perhaps scheduling it in more favorable weather when the heat and humidity is not such an issue.

**CSC Council Folder Items:** Mr. Boyle informed Council that each was given CSC Directory of programs, CSC Talking Points flyer and CSC Quiz – all documents that can be referenced when speaking with the community.

**CSC Outreach:** Mr. Boyle reminded Council members of the outreach efforts that have been very regular in the last four years and aggressive in the most recent couple of years. To date, CSC does receive inquiry calls regularly as it relates to who we are and what services we offer; there is still much work to be done in this respect. Recently, we did receive a phone call in respect to services recently used and obtained by contacting the CSC office. CSC Team member, Ms. Torres, assisted this St. Lucie County resident who was so grateful for the guidance given that she took the time to communicate her story to us and commended Ms. Torres in her assistance. In summary, our efforts in connecting people with resources are successful.

## VIII OLD BUSINESS

*(none)*

## IX NEW BUSINESS

### **A) Council Action Item: Request for Waiver of Audit Requirements by Frontline for Kids**

CSC Chair permitted Mr. Alfredo Camacho, CPA & Financial Controller for Wynne Building Corporation, Frontline for Kids and the Wynne Charitable Foundation the opportunity to plead his waiver of audit requirements request to Council members. Mr. Camacho informed CSC board members on his position and role within the Wynne organization, the history of the relationship with Frontline and its connection to CSC; and presented his plea to the board expressing their interest is in obtaining improved CPA services and complying with CSC policy obligations. Mr. Boyle then proceeded with reminding board members of the CSC audit requirement as is included in all contract language and its history with the Frontline organization, as addressed on the Council Action Item (Attachment 3) of the CSC E-Packet. Mr. Boyle highlighted the CSC funding amount in excess of \$100,000 justifies the need of the audit requirement to have an audit 'independent' of the agency's administration. The CSC team recommends adhering to the CSC audit requirements as documented on the contract language and require an independent audit be obtained by the agency. This request is unique in nature as it's the first waiver to audit policy request ever received by CSC. There were concerns expressed with this sort of waiver request being a recurrence in the future, if this type of request were to be permissible. *There was no motion made by board members to entertain the waiver of audit policy. Consequently, this request for waiver of audit requirements by Frontline for Kids was dismissed; no vote taken.*

### **B) Council Action Item: 2014/2015 Roundtable of St. Lucie County Office Lease**

Mr. Boyle provided a synopsis of the Council Action Item Attachment #4 of the CSC e-packet. He explained CSC currently contributes \$45,000 in membership dues, as well as being the primary funder for the for the Kids at Hope Initiative (\$94,800) and in-kind office space to the Roundtable of St Lucie County, Inc – a nonprofit organization whose mission is to build a community that supports the success of children. CSC staff is actively involved in the Roundtable through its many networks as well as being a member of the Roundtable. The current in-kind office space leasing agreement expires on September 30, 2014. The Roundtable is requesting the use of four offices (613 sq. feet) from October 1, 2014 through September 30, 2015. CSC presently invests \$139,800 in the Roundtable, excluding the in-kind

office space lease. The Roundtable of St. Lucie County, Inc. is requesting Council approval of this office space lease agreement with an in-kind fair market value of \$12,260 annually. There were concerns expressed by board members on the prospect of Roundtable officially becoming independent of CSC and CSC having the luxury of charging the Roundtable fair market value rent for housing its operation. Commissioner Lewis expressed the uniqueness of this organization, and it would be unimaginable not to have this organization active as it is essential in the connection and collaboration of community leaders.

***Ms. Lawless motioned to approve the 2014/2015 Roundtable of St. Lucie County Office Lease in the amount of \$1.00 annually as detailed on Council Action Item Attachment #4 of the CSC e-packet. Commissioner Lewis seconded the motion. Motion carried unanimously 9/0.***

**XI COUNCIL & STAFF COMMENTS**

*(none)*

**XI FUTURE MEETINGS**

- CSC Monthly Meeting – October 9, 2014 at 8:30 a.m.

**XII ADJOURNMENT: 5:45 p.m.**

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY


REGULAR COUNCIL MEETING

September 17, 2014

**MOTIONS PASSED**

1. **APPROVED** the **September 17, 2014 Consent Agenda**, which includes the following:
  - A. *The Agenda for September 17, 2014.*
  - B. *The **Regular Meeting Minutes** for August 14, 2014.*
  - C. *The Incorporation of the **Memorandum of Voting Conflict** (Form B for P. Alley) into the Meeting Minutes for August 14, 2014.*
  - D. *The Incorporation of the **Memorandum of Voting Conflict** (Form B for K. Hensley) into the Meeting Minutes for August 14, 2014.*
  - E. *The Incorporation of the **Memorandum of Voting Conflict** (Form B for C. Schwab) into the Meeting Minutes for August 14, 2014.*
  - F. *The **CSC Council Attendance Record** – as of August 14, 2014.*
  - G. *The **Cumulative Financial Report** for CSC FY 2013/14 as of August 31, 2014.*
  - H. *The **Program Allocations Report** for CSC FY 2013/14 – as of August 31, 2014.*
  - I. *The **Summary of Fund Balance** for CSC, as of August 31, 2014.*
  - J. *The **Transactions Report** for CSC, as of August 31, 2014.*
  
2. **APPROVED** *the Roundtable of St. Lucie County, Inc Office Space Lease for the period of October 1, 2014 through September 30, 2015 in the amount of \$1.00 annually as detailed on Attachment 4 of the E-Packet.*

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

  
Garry Wilson, Secretary

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

10-9-14