

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting

Thursday, July 9, 2015

Children's Services Council of St. Lucie County
546 NW University Boulevard, Suite 201 -- Board Room
Port Saint Lucie, Florida 34986
Commencement: 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*); Vice Chair **Pat Alley** (*Governor Appointed*); **Charles Schwab** (*Circuit Juvenile Judge*); **Wayne Gent** (*Superintendent of Schools*); **Paula A. Lewis** (*County Commissioner*); **Amy Gregory** (*Department of Children & Families*); **Candice Loupe** (*Governor Appointed*); **Eric S. Finkel** (*Governor Appointed*); and **Marilyn Lawless** (*Governor Appointed*).

COUNCIL ABSENT: **Jason Matson** (*Governor Appointed*).

OTHERS PRESENT: **Sean Boyle** (*Executive Director*); **Jim Dwyer** (*Director of Programs*); **Dori DiToro** (*Director of Finance & Human Resources*); **Erin Craig** (*Fiscal/Human Resources Specialist*); **Ashley Mock** (*Communications Coordinator*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Paula Rivera** (*Office Manager / Transcriber*); **Dee Torres** (*Administrative Assistant*); **Glen Torcivia** (*CSC Attorney*); and 3 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.*

V PUBLIC COMMENTS

Ms. Lisa Michener, representative for Castle, approached the podium to express her gratitude on behalf of the funding for the Strengthening Families program. She added that the program has started with three new groups this past week and has been very well attended. Ms. Michener also provided updates on other Castle programs CSC is currently funding. The High Hopes program is presently preparing for its operation which aligns with the school year schedule starting in the month of August. The Valued Visits program did have to close its Port Saint Lucie location on Saturdays, as a result there will only be services on Sundays. A waiting list may be required due to this change. Ms. Michener will continue to keep the CSC board updated on any new developments; and once again thanked CSC for their continued partnership. CSC Chair provided some more detail on the Strengthening Families program expressing it is recognized as the national best practice program; setting a standard on this program which has been a great success.

VI CONSENT AGENDA

Ms. Lawless motioned to approve the Consent Agenda, which includes meeting minutes from the Regular Monthly meeting, Council Attendance Record for fiscal year 2014/2015, Financial Reports and the 2015/2016 Program Contract Template. Ms. Loupe seconded the motion. Motion carried unanimously 8/0.

VII EXECUTIVE DIRECTOR'S REPORT

Executive Director, Mr. Sean Boyle, reported and updated Council as necessary referencing his report which was released in advance via the Council e-Packet.

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

Formal Welcome of New Board Member: Mr. Boyle officially welcomed the new Superintendent of St. Lucie County Schools, Mr. Wayne Gent, in his new member seat to the CSC Council.

Retirement of Lori Sang: Mr. Boyle announced that Ms. Sang with the Easter Seals Early Steps program will be retiring from her position.

LRMC Regional Medical Center (LRMC): Mr. Boyle briefed board members on the detail presented at last month's meeting with regards to LRMC's withdrawal of using their own staff nurses for the purposes of the Healthy Start services and specifically the nurse home visitation program. Mr. Boyle did sit and meet with the LRMC Chair, Mr. Gaines, LRMC Executive team and Healthy Start. LRMC and Healthy Start were at an impasse in their contract negotiations. The meeting focused on coming up with a decision comfortable for all involved to continue services for this successful program. As a result of the meeting, a thirty-day extension was granted on the current contract between LRMC and Healthy Start. This would allow for a transition period of services. At this meeting, LRMC representatives made it clear that they do not wish to be the direct care provider for Healthy Start and the nurse visitation program. Healthy Start will begin their search for a third-party vendor to provide these services under the agreement that LRMC would allow the third party provider full hospital access. Accomplished at this meeting was the execution of the contract for services (which had expired just days before) and the execution of a new contract under new contract terms. The extension of services to be provided by LRMC will end in September 2015, at which point a new provider will continue these services. A re-evaluation of this new system will be performed in six (6) months as agreed by all entities. The concern in this new system is with the new provider services being limited as they will not be recognized as LRMC personnel (not having a LRMC identification tag on their person) therefore having full access to the maternity floor may present an obstacle and hindrance in the opportunity for services to all new mothers and their new-born babies. This nurse home visitation program which is funded by CSC has made great strides in their goals in starting at 60% new mother visits to a current 96% of new mothers being visited at the hospital by a nurse. LRMC cannot see the value in continuing under contract as they

believe they are losing money on these contracts. They also view Healthy Start services and the nurse home visitation program services as one and the same; not two separate services. Mr. Boyle expressed that the nurse home visitation program provides LRMC with public exposure as they visit the new moms and their newborns in their homes, viewing this as positive for LRMC. However, at this time LRMC is unwilling to negotiate the continuance of their Healthy Start contract; therefore we will need to make due with a third party vendor for services.

Computer Assisted Tutorial (CAT) Program: Mr. Boyle reminded board members that CSC funds the CAT program located at St. Paul AME; previous to this venue its location was at Club Utilitas. When the CAT program was assumed by its new administration, ALPI, it was relocated to St. Paul AME. It serves elementary to middle school children and places emphasis on heavy academic services and a safe place for children to go after school. Their attendance has noticeably been low, partially because the Boys & Girls Clubs program has recently moved nearby. There have also been issues noted with the program's leadership team. CSC Team had a meeting with the program providers and ALPI administration and it was decided to relocate the program to Garden City Elementary School and restructure the management as well as curriculum of the program. This new location is an area in need geographically and nicely suited for this program. Ms. Delores Johnson and her team are very excited about the changes and encouraged that this venue will be very effective.

Strategic Planning Session: Mr. Boyle reminded board members that plans are in motion to commence Strategic Planning discussion at the upcoming board meeting in August. CSC's main focus will be to develop our vision for the next five years. A first priority will be in how CSC will develop its RFP funding process. Mr. Boyle is in the process of interviewing third party consultants to assist in facilitating this process. Ms. Lori Sang may be a viable candidate for this facilitator exercise as she is familiar with CSC and its services. There is also another candidate referral from the School Board that will be interviewed. This Strategic Planning Session will briefly commence at the board meeting in August, followed by another two to three sessions being planned for the following months.

Grants Management Orientation: Mr. Boyle informed board members that the new grants management software system, in which CSC recently invested, is in the process of implementation with Team orientation and training having commenced. The company is located in Hawaii; consequently training is being performed telephonically. It is a thorough package in that it will encompass not only the initial application, however will include the CSC reimbursements process, collection of program statistics and reporting; it will surely make a positive impact on the way CSC conducts business. The goal is to start implementation of this software by the new fiscal year – October 1, 2015.

Sundaes in the Park: Mr. Boyle informed board members that CSC's event Sundaes in the Park has been scheduled for Saturday, September 5th, and the CSC Team welcomes board members who are willing to volunteer for this event. The venue for this event is the Tradition Field Mets' Stadium and the CSC team will look to advertise this event considerably. Last year's event there were over 1,400 books given away. CSC is currently working with both PNC and Wal-Mart to become corporate sponsors for this event. PNC will provide \$250 towards this event. Wal-Mart will sponsor the on-going Book Club in addition to the Sundaes in the Park for local families in the total amount of \$10,000. This fiscal year Wal-Mart will provide \$5,000 and \$5,000 next fiscal year to assist in the purchasing of books. This Sundaes in the Park is on a holiday weekend. CSC funded agencies were polled and in agreement with participating on this day as it provided an activity for families.

CSC Funded Programs Site Visits: Mr. Boyle acknowledged the efforts made by board members Ms. Gregory and Ms. Lawless in their recent visit to Daniel M Center for Behavioral Change, a program that focuses on emotionally and behaviorally challenged disorders. A great educational experience by those who attended. Another CSC funded program visit is scheduled for July 30th to the Save Our Children program. Within the past year this program has relocated to a larger facility having a bigger outdoor

recreation area and now resides at the corner of 9th and Ave D. CSC Chair mentioned that at the Daniel M Center venue there was a recent incident in which a car came crashing through the building wall. The administration and caretakers at this facility acted immediately to move the children out of harm's way and placed their own lives at danger. Thankfully, in part due to this gesture there were no injuries.

Commissioner Lewis arrived during the Tentative Budget Presentation, at 8:54 am establishing the quorum at nine members.

VIII OLD BUSINESS

A) 2015/2016 Tentative Budget Presentation

Ms. DiToro referenced a PowerPoint presentation and informed that each board member had a hard copy of the slide presentation as well as a more detailed budget document at their seat location for reference. She began in explaining the changes between last month's Draft presentation, and today's Tentative presentation. The budget remains 'tentative' until after the public hearings and approval in the month of September. Changes from the Draft budget to the Tentative budget include an increased property appraiser value of \$62,266 from the Draft budget. Under the expenses there were changes to the following: Florida Retirement decrease of \$1,291 due to final legislation received the end of June providing CSC with the rate; and Tax Collector increase of \$1,311 as a result of property values fluctuating upward. There was an increase to Undesignated Allocations of \$20,000 to address community needs. These changes netted a Fund Balance Use decrease of \$42,246. Property values increased 4.8% from the fiscal year 2014/2015 July Budget Values, just a year ago. The millage rate is at .4765 for the current fiscal year, and CSC will maintain the same millage rate for fiscal year 2015/16. Estimated Ad Valorem Revenues are at \$7,484,913; an increase of \$343,233 over fiscal year 2014/15. Ms. DiToro continued briefly explaining each PowerPoint slide as she made her way through the 17 slides. She closed with the announcement of two public hearings are planned for the evenings of Wednesday, September 9th and Wednesday, September 16th; both to commence at 5:15 pm where a quorum is necessary.

Ms. Loupe motioned to accept the 2015/2016 Tentative Budget, as presented at today's board meeting. Ms. Gregory seconded the motion. Motion carried unanimously 9/0.

IX NEW BUSINESS

A) Budget Transfer Request: New Horizons Student Assistance Program

Ms. DiToro provided a synopsis of the Council Action Item Attachment #2 of the CSC e-packet. New Horizons is requesting a budget transfer in the amount of \$8,067 mainly to realign position budgets within the Salaries line item and provides decreases to various positions. It also makes adjustments to Books/Educational Supplies and Food and Nutrition line items. There are no concerns associated with this request. CSC Team recommends approval of this Budget Transfer Request.

Ms. Gregory motioned to approve the Budget Transfer Request for New Horizons Student Assistance Program in the amount of \$8,067, as described in Council Action Item Attachment #2. Ms. Loupe seconded the motion. Motion carried unanimously 9/0.

B) Council Action Item: Targeted Funding Application Release – Parenting Skills Training

Ms. Andreatchio provided a synopsis of the Council Action Item Attachment #3 of the CSC e-packet. Ms. Andreatchio explained that since its start the CSC Team have been responsible for all facets of administering the parenting skills training services which involved contracting with various providers to administer these services in instruction and venue. Providing for the release of a targeted funding application to provide all these services would enable one organization to administer the parenting workshops and other quality programs while increasing reach and participation. The proposed timeline reflected on the CAI. The board is being asked to approve the Targeted Funding Application – Parenting Skills Training services which consists of three documents: Instructions, Narrative and Budget.

Ms. Lawless motioned to approve the Targeted Funding Application Release for Parenting Skills Training, as outlined on Council Action Item Attachment #3 of the CSC e-packet. Mr. Finkel seconded the motion. Motion carried unanimously 9/0.

XI COUNCIL & STAFF COMMENTS

- CSC Chair, Ms. Hensley, provided some highlights of current news related to the St. Lucie County School Board, of which she mentioned the appointment of Mr. Gent as the new Superintendent of Schools, and his great strides in reaching out to the community. The HANDS pediatric dental program was mentioned as being a very successful program servicing our schools' youth; however due to federal cutbacks it is working under austerity measures temporarily until the next legislative session in January.

XI FUTURE MEETINGS

- CSC Monthly Meeting – August 13, 2015 at 8:30 a.m.

XII ADJOURNMENT: 9:13 a.m.

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

REGULAR COUNCIL MEETING

July 9, 2015

MOTIONS PASSED

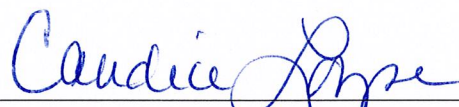
1. **APPROVED** the **July 9, 2015 Consent Agenda**, which includes the following:
 - A. *The Agenda for July 9, 2015.*
 - B. *The Regular Monthly Meeting Minutes for June 17, 2015.*
 - C. *The CSC Council Attendance Record – as of June 17, 2015.*
 - D. *Cumulative Financial Report FY 2014/15 – as of June 30, 2015.*
 - E. *Program Allocations Report FY 2014/15 – as of June 30, 2015.*
 - F. *Summary of Fund Balance – as of June 30, 2015.*
 - G. *Transactions Report – as of June 30, 2015.*

2. **ACCEPTED** *the 2015/2016 Tentative Budget, as presented at today's board meeting.*

3. **APPROVED** *the Budget Transfer Request for New Horizons Student Assistance Program in the amount of \$8,067, as described in Council Action Item Attachment #2.*

4. **APPROVED** *the Targeted Funding Application Release for Parenting Skills Training, as outlined on Council Action Item Attachment #3 of the CSC e-packet.*

Approved by: _____


Candice Loupe, Secretary

Date: _____

8/13/15