

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting
Thursday, March 10, 2016

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:** 8:31 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*); **Marilyn Lawless** (*Governor Appointed*); **Michael C. Heisey** (*Circuit Juvenile Judge*); **Wayne Gent** (*Superintendent of Schools*); **Paula A. Lewis** (*County Commissioner*); **Amy Gregory** (*Department of Children & Families*); **Candice Loupe** (*Governor Appointed*); and **Eric S. Finkel** (*Governor Appointed*).

COUNCIL ABSENT: Vacant Position of **Jason Matson** (*Governor Appointed*).

OTHERS PRESENT: **Sean Boyle** (*Executive Director*); **Jim Dwyer** (*Director of Programming*); **Sandy Mack** (*Program Specialist*); **Ashley Mock** (*Communications Coordinator*); **Paula Rivera** (*Office Manager / Transcriber*); **Dee Torres** (*Administrative Assistant*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Glen Torcivia** (*CSC Attorney*); and two 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

Mr. Greg Melton, affiliated with the Daniel M. Foundation for Behavioral Change addressed the board to officially announce his retirement and closure of the Daniel M. Foundation program. After seventeen years, the program will be closing its doors due to a significant loss in funding projected for next year. This decision was a difficult one, however one that must be taken. Mr. Melton extended his appreciation for CSC's guidance in the initial opening of the program and throughout its history of service. He mentioned that Daniel M. Foundation will remain operational through the current school year, and assist with the transitional period to place each child in the best environment going forward. In the interim, he will continue to focus on the program's services to the children in these last months of operation and will attempt to retain his current staff until the closure date of the program. This may be quite challenging as obviously staff requires employment and they may seek avenues to secure new employment prior to program's closure date. In an effort to secure personnel until the program's closing date, Mr. Melton will be submitting a budget transfer request for readjustment of funding within the program's budget in order to provide current personnel with severance packages to retain current staffing as long as possible.

VI 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:

Annual Report: Mr. Boyle informed board members that at today's board meeting in front of them are several copies of the newest CSC Annual Report for their perusal and distribution to colleagues and community partners. This version presented is the more thorough version versus the one-page edition released in the local papers over this past weekend. The shorter version is intended for the general public to attract more newspaper readers. Accolades to Ms. Mock in her creation of both versions.

CSC Audit: Mr. Boyle informed board members the audit completion is delayed due to unavailability of pension liability data from the Florida Retirement System; this information is still unavailable to the auditor. As soon as this information becomes available, the auditor anticipates a formal audit presentation to the board very soon; hopefully next month.

Continuing Funding Proposals: Mr. Boyle informed board members that CSC was successful in the receipt of all continuing funding proposals in utilizing the electronic grants management system. With the continuous monitoring of Ms. Andreacchio, CSC was able to keep watch on the status of completion of each program's proposal; and with some follow up and guidance all programs were successful in their submissions. The programs are on average requesting an additional 7% more than what was funded last fiscal year. A second RFP has been released, under the priority funding category— Keeping Kids off Drugs, Alcohol & All Risky Behaviors – is due in the month of April. Mr. Boyle ended with a special thanks to both Mr. Dwyer and Ms. Andreacchio in the relatively smooth transition of this new grants system process. The review of these proposals is now entirely automated; making it a very accountable and simplistic system for viewing and reference.

CSC's Program Accountability Report: Mr. Boyle reminded board members the most recent Program Accountability Report is available and accessible via www.box.com; www.cscslc.org; and also has been loaded into the iPads board members are utilizing at today's meeting. This report displays a snapshot of every single program CSC funded last fiscal year, the monies spent for each program and the status of program goals. There is a presentation planned at today's board meeting to recap this information as well.

CSC's Outstanding Youth Dinner: Mr. Boyle reminded board members CSC's signature event the Outstanding Youth Dinner is planned for the evening of May 16th, and do encourage all board members to be in attendance for this special evening. Mr. Boyle thanked the three (3) board volunteers who will form

part of the committee review in the selection of youth to receive this honor. At this dinner, CSC will also recognize the Champion for Children recipients. With board consensus, the CSC Team is nominating Linda Soto from the Boys & Girls Club who manages the Truancy program and is actively involved in the gang prevention - Restoring the Youth Initiative; and John Poli from New Horizons Student Assistance program and is actively involved in the Substance Abuse Coalition. A third nomination is going to a special board called the Cascades Computer Club (affiliated with the Cascades at St. Lucie West community) who has donated computers to CSC funded programs for the last couple of years. This club contacts CSC regularly to inform us of refurbished computers available for placement at CSC funded programs – they install them at the program location, load children’s software onto the computers and network them – all in-kind services. The Cascades Computer Club has become so involved with our funded programs that some of its members have taken an interest in becoming board members for our funded programs. *Board consensus is in acceptance of all three Champion for Children nominees recommended by the CSC Team, as mentioned above.*

Little Libraries: Mr. Boyle provided board members with an update on the Little Libraries project, part of an effort to get books in the hands of young children in order to promote reading. Church affiliations accepting of housing a small library of books are provided with a book stand and several books for its inventory – approximately twelve churches to date. This little library is kept in a visible location at the church venue where its youngest parishioners can help themselves to reading material regularly. Mr. Mack has earned the name ‘*Little Library Man*’ as known by some of these churches where he pays visits regularly and keeps them well stocked.

CSC Board Seats: Mr. Boyle reminded board members there are two (2) CSC board seats expired/vacant – Mr. Matson (vacant) and Ms. Loupe (expired) who graciously has continued her tenure despite her office term expiring in November 2015. The BOCC will be advertising for these two open seats in the near future. St. Lucie County BOCC will handle the collection of those interested applicants and forward three (3) nominees for each open Council seat to the Governor’s office for appointment by the Governor.

Daniel M. Foundation: Mr. Boyle informed board members that the CSC Team was informed of this news shared today with board members about a week and a half ago previous to today’s meeting. However, out of courtesy to Mr. Melton who had not yet informed his staff of the program’s closure the CSC Team was asked not to say anything until Mr. Melton formerly addressed the board himself. The CSC Team has been in communication with Helping People Succeed (HPS), who work with a similar population, in regards to possible partnership opportunities as it relates to this specific population. The funding will terminate with Daniel M. Foundation program on or close to June 1, 2016. Any residual funding could be awarded to HPS for this effort. The CSC Team is hard at work on a contingency plan for this unique population that desperately requires services. There are several components necessary in this program’s services: after school, summer and respite care.

Infant Mental Health: Mr. Boyle informed board members that the CSC Team recently met with the Early Learning Coalition. In speaking with experts in this arena, it isn’t ‘infant mental health illness’ that should be referenced; however it is ‘infant mental health’ and increasing the awareness of this concept. In speaking with ELC, there is a growth in behavioral issues in 3 year old to 5 year old population and transcending into kindergarten year as well. The establishment of the Mental Health initiative will affect the behavior in the 3-5 year old group. In the month of April, the CSC Team will present a timeline of how we foresee this initiative developing. CSC Team will look to release exploratory letters unique to this environment of professionals and follow with a RFP soliciting program services specific to infant mental health. The hope is to begin a pilot program as early as August 2016, and solidifying a seamless system of care twelve months after with regular evaluation periods. Obviously, the key players that must be engaged and committed to services are not the young infants, but the parents, guardians and childcare providers caring for those young infants.

VII. 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 2015/2016 and Financial Reports. Ms. Loupe seconded the motion. Motion carried unanimously 9/0 in favor.

VIII OLD BUSINESS

(None)

IX NEW BUSINESS

A) Council Action Item: Summer 2016 Funding Recommendations

Mr. Dwyer referenced Attachment number 2 of the e-packet and provided a brief synopsis of this CAI. CSC budgeted \$250,000 for summer program funding and received over \$587,000 worth of summer proposals. The CSC Team use diverse methods of media for advertising of this RFP, including its local papers, social media and its weekly radio show. A total of fourteen proposals were received and two proposals which did not make the deadline. An in depth team review was conducted for each proposal received which resulted in the CSC Team developing funding recommendations for a total of nine proposals of the fourteen proposals received. Among many items reviewed, achieving a balance of academics versus recreational activities in the summer program was considered by the CSC Team as a means to attract and retain the children in the program. The board is being asked to approve funding for the nine summer programs as outlined in the Council Action Item at the amounts recommended for each. These programs incorporated the summer learning priority in the most practical manner and had an average score of 2.3 or higher (out of 5) on the team proposal evaluation score sheets. The total funding amount recommended for these nine programs is \$302,018 which exceeds the \$250,000 allotted in the budget for summer program funding. CSC Team recommends releasing \$31,698 from the Community Initiatives line item for the Youth 4 Change summer program; and the remaining \$20,320 from the Undesignated Allocations line item to complete the exceeded amount not covered under the \$250,000 summer program allotment. Mr. Boyle expressed a special acknowledgement to Mr. Dwyer in the guidance and follow up necessary with many of the proposals received. The summer application will be reviewed and perhaps fine-tuned for next summer; and consideration will be given on the copay fees that the summer camps still charge parents/guardians with multiple children attending.

Superintendent Gent motioned to approve the nine summer programs and their respective recommended funding amounts for a total of \$302,018, as outlined in CAI attachment #2. Ms. Gregory seconded the motion. Motion carried unanimously 9/0 in favor.

B) Presentation: 2014/2015 Recap & Budget Model

Prior to formally reviewing the PowerPoint presentation, Mr. Boyle referenced the hard copy budget sheets of Scenario A; Scenario B and Scenario C which were left at each board member's seat location and would be considered in this presentation. These hard copy budget models include more detail than what is presented in the PowerPoint due to limitations on space. This presentation is given each year to the board members in order to reflect on what was done last fiscal year, and forecast the direction CSC wishes to go in the coming fiscal year. Mr. Boyle provided a series of pie graphs and other statistical detail. Mr. Boyle explained that CSC is presently developing new concepts to increase reading in the very young-aged population (kindergarten through 3rd grade) as it has been proven to be an academic booster and a great impact to the community – an initiative known as *St. Lucie Reads*. Presently CSC is working with community partners in striving to make this a county-wide effort to increase reading mentors. Including getting employers' buy-in for permitting employees flex time to allow them to contribute their time at local schools in being reading mentors for children. Over 31,148 children served with approximately 25,000 parents served as well; a slight decrease from last fiscal year at approximately

32,000 children served. And the breakdown in services by geographic location is about even between Port Saint Lucie and Fort Pierce. Aside from a significant leverage acquired in federal funding, CSC accounts for over 400 jobs in St. Lucie County. CSC participation in over twenty community events and 20,000+ family guides distributed within the community. Mr. Boyle explained the different budget models in detail and received *board consensus to navigate forward with budget model – Scenario A* – At an Ad Valorem of .4765 and taking a conservative approach in reducing the Fund Balance gradually. Considering these models are fluid and many variables come into play in the realistic climate that may influence these projections.

Ms. Loupe departed meeting at 9:09 am, during the PowerPoint presentation due to calendar conflict.

X COUNCIL & STAFF COMMENTS

Ms. Alley mentioned that the *Little Feet* initiative will be starting up once again, an initiative designed to provide new shoes for community children ages 2 through 6 years of age; and any siblings they may bring with them.

XI FUTURE MEETINGS

CSC Monthly Meeting – April 14, 2016 at 8:30 am.

XII ADJOURNMENT: 9:34 a.m.

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

REGULAR COUNCIL MEETING

March 10, 2016

MOTIONS PASSED

1. **APPROVED** the March 10, 2016 Consent Agenda, which includes the following:

- A. *The Agenda for March 10, 2016.*
- B. *The Regular Monthly Meeting Minutes for February 11, 2016.*
- C. *The CSC Council Attendance Record Final for FY 2015/2016 – as of February 2016.*
- D. *Cumulative Financial Report FY 2014/15 – as of February 29, 2016.*
- E. *Program Allocations Report FY 2014/15 – as of February 29, 2016.*
- F. *Cumulative Financial Report FY 2015/16 – as of February 29, 2016.*
- G. *Program Allocations Report FY 2015/16 – as of February 29, 2016.*
- H. *Transactions Report – as of February 29, 2016.*
- I. *Summary of Fund Balance – as of February 29, 2016.*

2. **APPROVED** the nine summer programs and their respective recommended funding amounts for a total of \$302,018, as outlined in CAI attachment #2.

Approved by: _____

Candice Loupe

Candice Loupe, Secretary

Date: _____

4/14/16