

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting
Wednesday, September 14, 2016

Children's Services Council of St. Lucie County
546 NW University Boulevard, Suite 201 -- Board Room
Port Saint Lucie, Florida 34986
Commencement: 5:19 pm

MINUTES

- I CALLED TO ORDER:** 5:19 p.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 **Pat Alley** (*Governor Appointed*); **Wayne Gent** (*Superintendent of Schools*); **Michael Heisey** (*Circuit Juvenile Judge*); **Paula A. Lewis** (*County Commissioner*); **Marilyn Lawless** (*Governor Appointed*); and **Eric Finkel** (*Governor Appointed*).

COUNCIL ABSENT: Vice Chair **Candice Loupe** (*Governor Appointed*); **Amy Gregory** (*Department of Children & Families*); and **Vacant Position** (*of Jason Matson*).

OTHERS PRESENT: **Sean Boyle** (*Executive Director*); **Dori DiToro** (*Director of Finance and Human Resources*); **Jim Dwyer** (*Director of Programming*); **Erin Craig** (*Fiscal/Human Resources Specialist*); **Sandy Mack** (*Program Specialist*); **Ashley Mock** (*Communications Coordinator*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Paula Rivera** (*Office Manager/Transcriber*); and 2 member 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

Boys & Girls Club of St. Lucie County representative, Will Armstead, was onsite to address the board directly and offer gratitude for CSC's board, and CSC's Team for all their efforts to assist CSC's funded programs – Boys & Girls being a benefactor of said funding. Mr. Armstead distinctly acknowledged Mr. Boyle always making himself available to listen to Mr. Armstead's innovative concepts and inquisitive discussions. Without CSC's support this year, Boys & Girls Club would not have been able to serve the number of kids they served this past summer and past year. Over 260 teenagers were served this summer season, in four club house facilities. A balance of recreational activities along with academic support did serve attractive in capturing this population's interest. Mr. Armstead circulated a flyer of reflecting this summer's activities which involved field trips as well. Ms. Mock worked closely with Mr. Armstead to have various summer camps participate in swim lessons. One event involved over 150 teens who were able to interview various local businesses and explore employment interests. Mr. Armstead ended with the words that they are fully committed with the support of CSC to take care of 'our children'.

VI CONSENT AGENDA

Commissioner Lewis motioned to approve the Consent Agenda, which includes meeting minutes from the Regular Monthly meeting, Council Attendance Record for fiscal year 2016/2017, and Financial Reports. Ms. Lawless seconded the motion. Motion carried unanimously 7/0 in favor.

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:

Ensuring Healthy Babies: Mr. Boyle informed members that a media insert will appear in the local papers on September 28th related to our Ensuring Healthy Babies category. Extras have also been provided to each board member for their personal circulation where appropriate. Acknowledgement to Ms. Mock for her creativity in the design of the insert.

CSC Flooring Renovation: Mr. Boyle expressed to board members that the flooring for the CSC interior of the first floor has been completed. The project actually took longer than expected due to much foundation prep work required. The flooring company has agreed to replace the vinyl borders with upgraded wood baseboard throughout the first floor; as the vinyl borders were not installed satisfactorily. This new wood baseboard will be installed free of charge. Mr. Boyle acknowledged Ms. Rivera's efforts in the negotiation and management of this project.

CSC Dues Owed: Mr. Boyle stated for the record that the following membership fees are due and will be paid to Roundtable in the amount of \$45,000; and to the FCC in the amount of \$9,731 which is based on a formula (a percentage of CSC's annual budget). These dues are included in the CSC budget and customarily paid annually.

St. Lucie Reads Kick Off Meeting: Mr. Boyle informed board members that CSC did spearhead the first St. Lucie Reads Kick Off Meeting recently. Organizations in attendance were St. Lucie County School System, St. Lucie County Library System, Parent Academy, Multicultural Resource Center, Florida Community Health Systems, and Big Brothers Big Sisters. Great informational conference with an exchange of resources; and all on board to collaborate in a joint union to spearhead St. Lucie Reads reading campaign. This campaign is broken up into three main areas: 1. **Engage** in reading to child; 2. **Mentor** by volunteering of your time; and 3. **Donate** either money or books accepted. Newspaper inserts, a billboard advertisement, radio ads and palm cards are some ways CSC is promoting this campaign.

CSC is presently in discussions with a possible partner investor, United Way, in the promotion of this campaign.

Florida Children's Coalition (FCC) Conference: Mr. Boyle informed board members that he will be driving to the west coast of Florida, to Sarasota, in the interest of expanding CSC entities statewide. He will be providing information and answering inquiries from community leaders in that area interested in implementing a CSC. Mr. Boyle will be accompanied by the FCC Executive Director in this effort, and plans are to go and return the same day; no lodging required.

Real Estate: Midway Road Opportunity: Mr. Boyle briefed board members on the status of the Midway Road real estate opportunity. In preliminary exploration and findings it is suggested that CSC not look to invest in a technical appraisal which is a more thorough appraisal having a cost of approximately \$2,000; however pursue a brokerage appraisal that provides us with the market value on the property. Contact has also been made with Ambrosia, the interested buyer, in CSC's current property on University Blvd; CSC is pending a reply on what Ambrosia is officially willing to pay for this property. CSC is moving in the right direction to provide board members with a more realistic scenario of whether it is in the best interest to sell University Blvd and purchase at Midway Rd; or remain in our current building.

CSC Chamber Award Nominee: Mr. Boyle informed board members that CSC has been nominated for the Chamber of Commerce Business & Industry Award. Aside from this award nomination, CSC is recognizing all the recipients from its Community Impact Award at this Chamber event. Consequently, CSC is purchasing a table of ten seats to allow CSC's award winners to attend this event for free. There are also a few extra seats at this table available for any board members who have an interest in attending this event. Event date is Wednesday, September 28th at 5:30 pm; at the Lexus Dealership on US 1 in Fort Pierce. Great exposure for CSC with hundreds of local businesses in attendance, and good investment at \$65 a seat.

VIII OLD BUSINESS

(None for this meeting agenda)

IX NEW BUSINESS

A) CAI: Funding Recommendation for Healthy Kids Outreach

Mr. Dwyer provided a brief synopsis of the Council Action Item, known as attachment #2 of the e-Packet contents. Mr. Dwyer explained that for the last nine years CSC has funded this program via Healthy Kids of St. Lucie County. In the month of April, Healthy Kids of St. Lucie County notified CSC stating that due to contractor turnover, they were no longer continuing outreach services effective the end of April 2016. The CSC Team went into operation to locate replacement outreach services via a Request for Proposals process. CSC received applications from three entities: The Parent Academy, Treasure Coast Food Bank, and Treasure Coast Haitian Community Center. The CSC Team reviewed these proposals in consideration of organizational capacity to deliver the intended services and proposed program budget. The CSC Team supports funding of the Treasure Coast Food Bank for outreach services due to their experience in providing benefit outreach services to families and their existing network of over 200 program partners in the community. Funding will support two bi-lingual outreach specialists to provide culturally appropriate services with the overall goal of decreasing the rate of uninsured children in St. Lucie County. The remaining two applicants either failed to demonstrate adequate capacity or submitted an incomplete proposal.

Ms. Lawless motioned to approve the Treasure Coast Food Bank as the new Healthy Kids Outreach services provider in the amount of \$68,896 for fiscal year 2016/2017, as presented in the Council Action Item. Mr. Finkel seconded the motion. Motion carried unanimously 7/0 in favor.

B) CAI: CSC 2017/2018 Priority Funding Application

Mr. Boyle provided a brief synopsis of the Council Action Item, known as attachment #3 of the e-Packet contents. Mr. Boyle referenced the results of the latest CSC Strategic Planning session and the board's interest to release priority funding categories for open competition annually. The priority funding category to be released for open competition for funding in fiscal year 2017/2018 is 'Stopping Child Abuse Before it Starts/Building Strong Families'. In accordance with this Request for Proposals process, the board is being asked to approve the 2017/2018 Priority Funding Opportunity timeline and application as presented in the e-Packet.

Superintendent Gent motioned to approve the 2017/2018 Priority Funding timeline and application for priority category 'Stopping Child Abuse Before It Starts/Building Strong Families', as presented in the Council Action Item. Mr. Finkel seconded the motion. Motion carried unanimously 7/0 in favor.

X COUNCIL & STAFF COMMENTS

CSC Chair addressed the exploration of changing the recurrence in board meetings schedule. Upon an extensive review and several inquisitions for new recurrences it resulted in that most favored the current recurrence schedule and could not accommodate any other recurrence options offered. Considering a change to recurrence would negatively affect establishment of future meetings' quorum, it was decided that CSC board meetings would remain the second Thursday of the month at 8:30 am as currently is the meeting schedule. CSC will look to re-evaluate the meeting recurrence schedule after the first of the new year 2017; dependent on board member changes.

XI FUTURE MEETINGS

CSC Monthly Meeting – October 13, 2016

XII ADJOURNMENT: 5:39 p.m.

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY
REGULAR COUNCIL MEETING

September 14, 2016

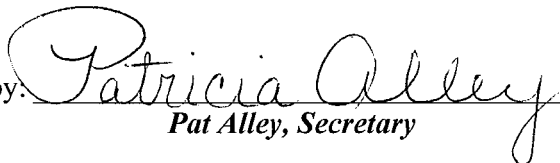
MOTIONS PASSED

1. **APPROVED** the **September 14, 2016 Consent Agenda**, which includes the following:
 - A. *The Agenda for September 14, 2016.*
 - B. *The Regular Monthly Meeting Minutes for August 11, 2016.*
 - C. *The CSC Council Attendance Record for FY 2015/2016– as of August 2016.*
 - D. *Cumulative Financial Report FY 2015/16 – as of August 31, 2016.*
 - E. *Program Allocations Report FY 2015/16 – as of August 31, 2016.*
 - F. *Transactions Report – as of August 31, 2016.*
 - G. *Summary of Fund Balance – as of August 31, 2016.*
 - H. *The CSC Tentative Budget Public Hearing Meeting Minutes for September 7, 2016.*

2. **APPROVED** the Treasure Coast Food Bank as the new Healthy Kids Outreach services provider in the amount of \$68,896 for fiscal year 2016/2017, as presented in the Council Action Item.

3. **APPROVED** the 2017/2018 Priority Funding timeline and application for priority category 'Stopping Child Abuse Before It Starts/Building Strong Families', as presented in the Council Action Item.

Approved by: _____


Pat Alley, Secretary

Date: _____

10/13/16

