

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting
Thursday, October 13, 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 **Candice Loupe** (*Governor Appointed*); Secretary **Pat Alley** (*Governor Appointed*); **Michael C. Heisey** (*Circuit Juvenile Judge*); **Marilyn Lawless** (*Governor Appointed*); **Paula A. Lewis** (*County Commissioner*); **Amy Gregory** (*Department of Children & Families*); and **Eric S. Finkel** (*Governor Appointed*).

COUNCIL ABSENT: **Wayne Gent** (*Superintendent of Schools*); and **Vacant Position of Jason Matson** (*Governor Appointed*).

OTHERS PRESENT: **Sean Boyle** (*Executive Director*); **Dori DiToro** (*Director of Finance & Human Resources*); **Ashley Mock** (*Communications Coordinator*); **Sandy Mack** (*Program Specialist*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Erin Craig** (*Fiscal & Human Resources Specialist*); **Paula Rivera** (*Office Manager / Transcriber*); **Dee Torres** (*Administrative Assistant*); **Glen Torcivia** (*CSC Attorney*); and no members (0) 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

None.

VI CONSENT AGENDA

CSC Chair read into record the Memorandum of Voting Conflict form 8B pursuant to voting conflict dated September 14, 2016 for Judge Heisey.

Ms. Lawless motioned to approve the Consent Agenda, which includes meeting minutes, a Voting Conflict form 8B, Council Attendance Record for fiscal year 2016/2017 – final report, and Financial Reports. Ms. Loupe 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:

Council Folders/Seat Location: Mr. Boyle informed members that at each board member seat location a small quantity of new Family Resource Guides have been left for each board member to distribute as they please to their colleagues and interested parties. CSC has reordered and has plenty in stock for those wishing to replenish their own personal inventory of them. CSC encourages placement within the local community of these informational brochures.

CSC Property Opportunity/Midway Rd Real Estate: Mr. Boyle informed board members that CSC is scheduling an appraisal of the Midway real estate property. This should happen within the next couple of weeks. Thanks to Ms. Loupe, CSC was able to obtain an appraiser to perform this service. Meanwhile, Mr. Boyle has made several efforts to communicate with Ambrosia, the interested buyer in CSC's current residence at University Blvd, to attempt to get a more accurate sales price as to what they are willing to pay for this property. Despite some challenges in communication, Mr. Boyle was finally able to make contact with Ambrosia, whom at this time doesn't appear as eagerly interested to buy as they once were. Ambrosia mentioned having multiple national projects occurring simultaneously, as well as local expansion within our current Westpark Professional Plaza; consequently the interest in the CSC property is not as enticing as once expressed. The maximum amount Ambrosia hinted at purchasing for would be \$130 square foot or less; which would place CSC's property at an approximate sale price of \$1.5M. The sense of urgency expressed appears to have diminished. CSC will continue additional discussions with Ambrosia upon receipt of appraisal on Midway property.

CSC Grants System: Mr. Boyle informed board members that despite some glitches and delays in electronic contract release, the annual contracts for fiscal year 2016/2017 have been released electronically. This obviously is a new beginning for CSC in streamlining the contract paper process and keeping with the 'think green' mentality. Kudos to Ms. Andreacchio for taking the lead on this process and its successful execution.

Priority Funding Category: Mr. Boyle reminded board members that its priority funding category this fiscal year -- *Stopping Child Abuse Before it Starts and Building Strong Families* – was officially released today. There will be advertisements in the local paper on two occasions, as well as advertisements on social media and via direct email to agencies and partners.

Supervised Visitation: Mr. Boyle updated board members on the current situation with court appointed supervised visitation, a program which was once provided by CASTLE, who could no longer sustain the services. These services are an urgent need and there has been discussions on alternatives to continue

these services. CSC may receive a request in the future for the funding of law enforcement visible at these services which is believed to be a strong deterrent from the elevating of conflict situations at these visitations. The cost is estimated at about \$30,000 annually; based on a discounted rate offered by law enforcement for this unique visitation arrangement to continue. The CSC budget has a placeholder in affect for these services, placed into the budget after Castle Valued Visits program had ceased with the purpose to subsidize a future alternative.

Governor-Appointed CSC board members: Mr. Boyle provided an update with regards to the governor-appointed seats on our Council. As of today, there are no new appointments from the Governor's office. There are presently two CSC seats that have expired; one of which is open, formerly that of Jason Matson and the other seat being Candice Loupe which she has graciously continued to regularly attend despite her term expiration. The FCC statewide association office informs us that partial reason for the delay in appointments is related to the CSC office in Miami having an issue. The governor wishes to appoint board members for all CSC's simultaneously, and this conflict is causing a delay in that process. Due to recent quorum establishment issues, Mr. Boyle prompted a courteous letter be addressed to the governor expressing our quorum concerns and the expedition of board appointments necessary. CSC is hopeful of a formal announcement soon from the Governor's office. CSC's statewide board terms vary, consequently this delay in waiting on the Children's Trust doesn't seem fitting for the situation.

Chamber Business & Industry Awards: Mr. Boyle reminded board members of CSC's participation in the recent Chamber Business & Industry Awards ceremony. CSC purchased a table for CSC's award (five program) recipients and that of some board members to participate. CSC did speak at the program, and it served well as positive exposure for these program recipient winners. CSC found this to be a worthwhile event and plans to participate next year; however, next year there will be a total of twelve award recipients as the Community Impact Award is awarded monthly.

Ms. Alley arrived during the Executive Director's Report narrative, at approximately 8:37 am. Establishing CSC quorum at eight members.

VIII OLD BUSINESS

(None for this meeting agenda)

IX NEW BUSINESS

A) Council Action Item: 2016/2017 Roundtable Office Space Contract

Mr. Boyle provided a brief synopsis of the Council Action Item, known as attachment #2 of the e-Packet contents. He explained that the Roundtable of St. Lucie County is a branch of CSC as two of the Roundtable employees are part of CSC's payroll. The Roundtable and its inception has long been connected with CSC; and CSC has a significant invested partnership in its success. The Roundtable office is located on the second floor of the CSC building and occupies four offices (equivalent to 613 sq feet). The current in-kind lease expired on September 30, 2016. The board is being asked to continue the in-kind space at the value of \$8,173 from October 1, 2016 through May 31, 2017. This is an abbreviated lease term requested by CSC to align all of CSC tenant leases to the same term schedules. The CSC Team recommends entering into a lease agreement with the Roundtable of St. Lucie County, Inc. for four offices for term October 1, 2016 through May 31, 2017.

Ms. Alley motioned to approve the Roundtable of St. Lucie County, Inc Office Space Contract from October 1, 2016 through May 31,2017 (partial term), as presented in the Council Action Item. Ms. Loupe seconded the motion. Motion carried unanimously 8/0 in favor.

B) Council Action Item: CSC Outreach Budget

Ms. Mock provided a brief synopsis of the Council Action Item, known as attachment #3 of the e-Packet contents. Ms. Mock explained that the Outreach Budget is already included in CSC's current budget; an amount of \$70,000 has been allocated for this line item. However, this presentation allows board members to view the intended detailed breakdown on how the allocated funds plan to be used. Outreach is not solely intended for the exposure of our funded programs, however is inclusive of all other related efforts of outreach and education for our local children. Family Guides, radio show, social media and the CSC mobile app are all efforts which have been made to increase awareness in our community. CSC is also looking to increase the St. Lucie Reads initiative for this new fiscal year. The Council Action Item breaks down the budget plan into two main sections – Traditional Outreach and Non Traditional Outreach. The majority of the budget being applied to the Traditional Outreach \$47,500; with \$22,500 applied toward Non Traditional Outreach. The breakdown detail is noted on the Council Action Item included in the e-Packet; a total of \$70,000 respectively. The CSC Team is in support of approval of this plan and budget.

Ms. Lawless motioned to approve the CSC Outreach Budget Plan for fiscal year 2016/2017 in the amount of \$70,000.00, as presented in the Council Action Item. Mr. Finkel seconded the motion. Motion carried unanimously 8/0 in favor.

X COUNCIL & STAFF COMMENTS

CSC Chair, Ms. Hensley, informed board members that a fellow CSC board member, Commissioner Lewis, will be vacating her CSC Council seat next month. She is retiring from her BOCC seat and as such no longer participating on the CSC Council. Although retiring as commissioner, she will remain active in the community. Commissioner Lewis will be joining the HANDS board soon after her retirement from BOCC; coincidentally it being a CSC funded program. Ms. Hensley presented her with a plaque recognizing her dedication and service to CSC and the children in the community.

Due to some federal legislation with regards to monies drawn down for for-profit and non-profit hospitals, it may require an adjustment in current CSC funding.

XI FUTURE MEETINGS

CSC Monthly Meeting – November 10, 2016

XII ADJOURNMENT: 8:56 a.m.

CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

REGULAR COUNCIL MEETING

October 13, 2016

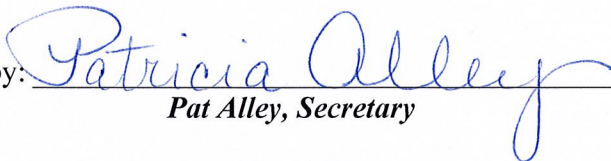
MOTIONS PASSED

1. **APPROVED** the **October 13, 2016 Consent Agenda**, which includes the following:
 - A. *The Agenda for October 13, 2016.*
 - B. *The Regular Monthly Meeting Minutes for September 14, 2016.*
 - C. *The CSC Council Attendance Record Final for FY 2015/2016– as of September 2016.*
 - D. *Cumulative Financial Report FY 2015/16 – as of September 30, 2016.*
 - E. *Program Allocations Report FY 2015/16 – as of September 30, 2016.*
 - F. *Transactions Report – as of September 30, 2016.*
 - G. *Summary of Fund Balance – as of September 30, 2016.*
 - H. *CSC Final Budget Public Hearing Meeting Minutes for September 14, 2016*
 - I. *Form 8B – Voting Conflict for Heisey – September 14, 2016.*

2. **APPROVED** the Roundtable of St. Lucie County, Inc Office Space Contract from October 1, 2016 through May 31, 2017 (partial term), as presented in the Council Action Item.

3. **APPROVED** the CSC Outreach Budget Plan for fiscal year 2016/2017 in the amount of \$70,000.00, as presented in the Council Action Item.

Approved by:


Pat Alley, Secretary

Date:

