

# CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY

Regular Council Meeting  
Thursday, March 9, 2017

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 **Candice Loupe** (*Governor Appointed*); Secretary **Pat Alley** (*Governor Appointed*); **Michael C. Heisey** (*Circuit Juvenile Judge*); **Wayne Gent** (*Superintendent of Schools*); and **Marilyn Lawless** (*Governor Appointed*); **Linda Bartz** (*County Commissioner*).

**COUNCIL ABSENT:** **Amy Gregory** (*Department of Children & Families*); **Eric S. Finkel** (*Governor Appointed*); **Vacant Position of Jason Matson** (*Governor Appointed*).

**OTHERS PRESENT:** **Sean Boyle** (*Executive Director*); **Dori DiToro** (*Director of Finance & Human Resources*); **Jim Dwyer** (*Director of Programming*); **Ashley Mock** (*Director of Community Engagement*); **Sandy Mack** (*Program Specialist*); **Tonya Andreacchio** (*Capacity Building Coordinator*); **Erin Craig** (*Finance & HR Specialist*); **Paula Rivera** (*Office Manager / Transcriber*); **Dee Torres** (*Administrative Assistant*); **Glen Torcivia** (*CSC Attorney*); and five (5) 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

*No public in attendance wished to address the board*

## VI CONSENT AGENDA

*Commissioner Bartz motioned to approve the Consent Agenda, which includes meeting minutes, Council Attendance Record for fiscal year 2016/2017, and Financial Reports. Ms. Loupe seconded the motion. Motion carried unanimously 6/0 in favor.*

*Ms. Alley arrived at 8:36 am during the Executive Director's Report.*

## 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:

**Avenue D Choir:** Mr. Boyle informed board members that a meeting was recently held at the request of Dr. Earl Hendricks and Ms. Mary Hendricks from the Avenue D Choir. They advised CSC that they will not be submitting a proposal for continuation of CSC funding for the following fiscal year period (effective date of October 1, 2017) as they have decided to pursue other interests. They expressed their appreciation for the support and commitment that CSC has shown their program in the last thirteen years of funding. Their new venture is the implementation of a private school which will be located in their local church, and are focusing their efforts entirely on this project. The choir will exist, however, open only to the students registered in their private school. A bittersweet good-bye for Avenue D Choir, one full of emotions they expressed at this meeting.

**Council Folder Documents:** Mr. Boyle informed board members of a color-coded continuation funding proposal that CSC received on the deadline of this past Friday. The average in requested funding for these programs is up 15% versus last fiscal year. The board will vote on priority funding recommendations in the month of April. Now that CSC has been informed of Avenue D Choir's decision not to apply for funding in the coming fiscal year, this may serve as an opportunity to entertain concepts for other community programs with these additional funds.

**Reallocation of Unused Program Funds:** Mr. Boyle reminded board members that New Horizons grant was not fully expended last fiscal year, due to their being able to draw down funding from other sources. CSC was left with a significant amount (\$180,000) of funding allocated to New Horizons; and this year poses the same opportunity. Consequently, at the board meeting in April the CSC Team will present a budget transfer request in the amount of \$150,000, in addition to a budget transfer request for approximately \$13,000 for Florida Community Health Centers who also were able to draw down funding from other sources to be reallocated into the CSC Budget.

**Sundaes in the Park / St. Lucie Reads Kickoff:** Mr. Boyle informed board members that in past years Sundaes in the Park has been scheduled in the hottest season/month of the Florida summer. Although turnout has been successful, it hasn't been without some obstacles (rainy downpour) and even dangers in health (heat strokes, dehydration). This year the CSC Team is looking to schedule this event much sooner, the evening of Friday, June 2<sup>nd</sup>. CSC would be stationed at one of the concourses during a Mets baseball game and take the opportunity to hand out reading books to any family that attends the game. A pre-game St. Lucie Reads Kickoff is part of this plan. CSC is attempting to acquire one or more sponsors – talks currently going on with FPL – to secure the sponsorship of food items and other incidentals during this event. There will be a billboard to promote St. Lucie Reads in its mission to getting adults to read to children by engagement, becoming a mentor through BBBS or through the donation of books. The

billboard will be stationed Southbound direction of US 1, just south of Easy Street by the driving range and promotion should appear latter part of March (27<sup>th</sup>).

**Outstanding Youth Awards Dinner:** Mr. Boyle informed board members that the annual signature event Outstanding Youth Awards Dinner has been scheduled for *Monday evening, May 15<sup>th</sup> at the Hospice of the Treasure Coast* location on Dunn Road, off of Midway Road at 6 pm. The CSC Council and Team are expected in attendance, please mark your calendars for this very special evening. Ms. Mock will be providing packets to the CSC board members who have volunteered to serve as judges in the grading of the Outstanding Youth nominee applicants which CSC has received from its funded agencies.

**CSC Council Governor-Appointed Positions:** Mr. Boyle informed board members that our statewide association, FCC, met with the Governor's Office to express concerns in the delays and lack of new appointees to the CSC Councils' throughout the state of Florida. As a result, there has been some movement from the Governor's Office in this respect, as many applicants that had applied for new appointments or reappointments received an email with additional documentation required for completion. FCC did express that St. Lucie County is a priority in this nomination process.

**CSC Program Accountability Report:** Mr. Boyle informed board members that the Program Accountability Report is completed and an email with link will be sent to each board member, along with a login to review the proposals received by CSC. If board members are having difficulty recalling their password information, they can communicate with the CSC office to have the password reset.

**CSC Council Folder:** Mr. Boyle informed board members that there is a new Success Story included in their folder. This story is from the Hospice of the Treasure Coast, children who are affected by loss.

**CSC Interior Facelift:** Mr. Boyle informed board members that the first floor walls have recently been freshly painted, no more scuffs and dents appear.

## VIII OLD BUSINESS

*(None for this meeting agenda)*

## IX NEW BUSINESS

### A) CSC Board Election of Officers (Chair, Vice Chair, Secretary)

CSC Chair reminded board members that the election of officer appointments occurs annually in the month of March. Motion for CSC Chairperson was presented by the current CSC Chair.

*Ms. Lawless motioned to approve the reappointment of Ms. Kathryn Hensley as CSC Chairperson. Ms. Loupe seconded the motion. Motion carried unanimously 7/0 in favor.*

An amended motion to maintain all CSC positions of Chairperson, Vice Chairperson and Secretary as is with current members appointed overruled the previous motion.

*Ms. Alley motioned to approve the reappointments of all who currently hold the positions of Chair (Hensley), Vice Chair (Loupe) and Secretary (Alley). Ms. Loupe seconded the motion. Motion carried unanimously 7/0 in favor.*

### B) Budget Transfer Request: Club Pure – Project Rock North

Ms. DiToro provided a brief synopsis and history of the Council Action Item, Attachment #2 included in the e-Packet contents. CSC has been funding this program since 2013 which serves students from K-12 who have been suspended from school by providing a safe space for students for the term of their out of school suspension. Club Pure is requesting a \$7,800 budget transfer from a vacant position to three other

active positions for the reasons outlined on the CAI. CSC Team recommends approval of this budget transfer request.

*Superintendent Gent motioned to approve the Budget Transfer Request for the Club Pure – Project Rock North Program in the amount of \$7,800. Ms. Lawless seconded the motion. Motion carried unanimously 7/0 in favor.*

**C) CAI: Special Designation – Roundtable of St. Lucie County**

Ms. Mock provided a brief synopsis and history of the Council Action Item, Attachment #3 included in the e-Packet contents. CSC received a request from the Roundtable for funding of youth registrations for the Preventing Crime in the Black Community Conference, and costs involved with post-conference event as well. In past years, CSC has funded groups that have attended this event separately, however, the success in implementation of these newly learned concepts was difficult as there was no coordination of implementation strategies. This partnership of Restoring the Village Coalition of Youth Activities and the Lincoln Park Advisory Committee are working groups that address the impact of violence in their neighborhoods and collectively plan to take 50 youth from 11 organizations to this year's conference. Due to this collaboration the youth will be engaged prior to the conference and continue working with them after the conference to plan and execute community events utilizing these newly learned strategies. The CSC Team recommends approval of this request from the Roundtable in the amount of \$9,000 in this effort.

*Ms. Loupe motioned to approve the Special Designation for the Roundtable of St. Lucie County for the purposes of conference registrations and cost involved in post conference event in the amount of \$9,000. Ms. Lawless seconded the motion. Motion carried unanimously 7/0 in favor.*

**D) CAI: Special Designation – St. Lucie County Parks & Recreation Aquatics**

Ms. Mock provided a brief synopsis and history of the Council Action Item, Attachment #4 included in the e-Packet contents. Since 2003, CSC has provided funding in support of this local water safety lessons program. Through the St. Lucie County Aquatics program, CSC has targeted learning water safety for children from low income families who might not otherwise be able to afford the safety lessons, as well as those with special needs. Without the support of these partial pay sponsorships many of these children would not have this opportunity. The sponsorships the request would cover would be for 80 camp partial pay sponsorships; 100 community partial pay sponsorships; three Water Safety Instructors to participate in the American Red Cross Water Safety Instructor class; and two existing county staff to train in the Nicklaus Children's Marino Adaptive Aquatics Certification program specifically to assist with the special needs children's population. CSC Team recommends the approval of this St. Lucie County Aquatics for a total of \$8,455.

*Commissioner Bartz motioned to approve the Special Designation for the St. Lucie County Parks & Recreation Aquatics Program for the purposes of water safety sponsorships in the amount of \$8,455. Ms. Loupe seconded the motion. Motion carried unanimously 7/0 in favor.*

**E) CAI: Professional Audit Services 2017**

Ms. DiToro provided a brief synopsis and history of the Council Action Item, Attachment #5 included in the e-Packet contents. The current auditor Berger, Toombs, Elam, Gaines & Frank was selected in 2008 at the Auditor Selection Committee's recommendation. CSC has retained this auditor since year 2008 by extension of contract and negotiation of services. In June 2016, the CSC board voted to extend the auditor contract to provide for fiscal year ended September 30, 2016 audit and the cost was negotiated at \$13,500. It is once again time to consider audit services again for fiscal year ending September 30, 2017. The board may opt to extend the current auditor contract for another year, or seek to locate a new auditor by means of a request for proposal for auditor services. Dependent on the direction the board chooses to go, the board will require the appointment of board representative(s) to either negotiate the extension with

the current auditor contract; or serve on an audit committee to pursue the proposal process of auditor selection by solicitation of new proposals. CSC Team remains independent of the Auditor Selection Process and provides no recommendation in this process.

*Ms. Lawless motioned to approve the extension of the current auditor – Berger, Toombs, Elam, Gaines & Frank – and for Ms. Alley to negotiate the new terms with the current auditor. Ms. Loupe seconded the motion. Motion carried unanimously 7/0 in favor.*

#### **F) Priority Funding Recommendation**

Mr. Dwyer provided a brief synopsis and history of business item for discussion. He directed board members' attention to the inserts located in their respective Council folder related to funding recommendations. The sequence of events was restructured last year so that we could have board vote on Priority Funding proposals prior to consideration of Annual Continuing proposals. This would serve best so that priority could be given based on the Priority Funding decision. This year CSC received fourteen proposals for consideration of funding for the category area 'Stopping Child Abuse Before It Starts / Building Strong Families', of which CSC is recommending funding of twelve proposals. Mr. Dwyer addressed two versions which compiled the same information – dependent on your preference in view. There was a spreadsheet (Excel) version and a narrative (Word) version supplied to each board member. The third document in the respective board members' Council folder was a Community Review Summary which reflected the community review and scoring of the proposals – a zero to 10 scale, with 10 defining highest priority. This documentation is being presented as a CSC Team recommendation, with the Council Action Item coming for vote at the board meeting in April. The programs will also receive notice of the CSC Team recommendation presented to Council today, and will have the next couple of weeks to provide a written request for reconsideration to the CSC Team if not in acceptance of the recommendation. An email will be generated to each board member that will contain a login for each respective board member to access each proposal and review at their leisure. If you should have any inquiries related to the proposals while reviewing, please do not hesitate to contact the CSC office.

#### **G) Discussion: CSC Strategic Direction**

Mr. Boyle provided a brief synopsis of the last Strategic Direction discussion which occurred about 18 months ago. A third party facilitator provided some navigation in that last discussion, and we hope to bring her back for next month's more in depth discussion of this topic. Today's focus is to provide a review of the data via a PowerPoint presentation. Mr. Boyle did mention that Kathy McGinn, the third party facilitator for next month's Strategic Direction discussion is here today as an observer to the data review as well. This will be a three part process, in that today will be a data review discussion known as part one; the Executive Director will then meet individually with each board member to discuss any inquiries related to today's discussion and CSC's investment of the Roundtable of St. Lucie County and how their work fits close in hand with CSC's mission this is known as part two; final will be the actual facilitator lead Strategic Direction meeting planned for the board meeting in April known as part three. Mr. Boyle proceeded with the narrative of the PowerPoint slides. Mr. Boyle highlighted the strides and positives, as well as provided indicators where more improvement is necessary.

### **X COUNCIL & STAFF COMMENTS**

Superintendent Gent expressed interest in having the CSC Team communicate directly with School Guidance Counselors, specifically. The counselors work more on the frontline individually with students and can make more of a direct impact with the students. Superintendent Gent also expressed interest in having some introduction packages provided to new enrollees and the Student Assignment office.

CSC Chair requested that board members set aside extra time on their respective calendars for the board meeting in April – 8:30 am to 10:30 am would be an appropriate block of time – to provide for the CSC Strategic Direction discussion.

**XI FUTURE MEETINGS**

CSC Monthly Meeting – April 13, 2017

**XII ADJOURNMENT: 9:32 a.m.**

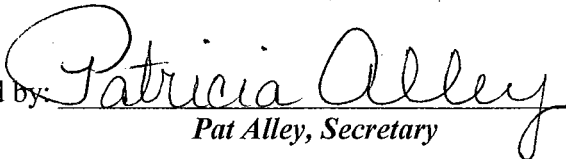
CHILDREN'S SERVICES COUNCIL OF ST. LUCIE COUNTY  
REGULAR COUNCIL MEETING

March 9, 2017

MOTIONS PASSED

1. **APPROVED** the **March 9, 2017 Consent Agenda**, which includes the following:
  - A. *The Agenda for March 9, 2017.*
  - B. *The Regular Monthly Meeting Minutes for February 9, 2017.*
  - C. *The CSC Council Attendance Record for FY 2016/2017 – as of February 2017.*
  - D. *Cumulative Financial Report FY 2016/17 – as of February 28, 2017.*
  - E. *Program Allocations Report FY 2016/17 – as of February 28, 2017.*
  - F. *Transactions Report – as of February 28, 2017.*
  - G. *Summary of Fund Balance – as of February 28, 2017.*
  
2. **APPROVED** the reappointment of Ms. Kathryn Hensley as CSC Chairperson.
  
3. **APPROVED** the reappointments of all who currently hold the positions of Chair (Hensley), Vice Chair (Loupe) and Secretary (Alley). Officers to remain in current positions.
  
4. **APPROVED** the Budget Transfer Request for the Club Pure – Project Rock North Program in the amount of \$7,800.
  
5. **APPROVED** the Special Designation for the Roundtable of St. Lucie County for the purposes of conference registrations and cost involved in post conference event in the amount of \$9,000.
  
6. **APPROVED** the Special Designation for the St. Lucie County Parks & Recreation Aquatics Program for the purposes of water safety sponsorships in the amount of \$8,455.
  
7. **APPROVED** the extension of the current auditor – Berger, Toombs, Elam, Gaines & Frank – and for Ms. Alley to negotiate the new terms with the current auditor.

Approved by:

  
Pat Alley, Secretary

Date:

4/13/17

