

March 12, 2020

Opening

The board meeting of the Children's Services Council of Saint Lucie County was called to order at 8:30 a.m. on March 12, 2020 in the CSC Board Room presided over by CSC Chairperson, Ms. Kathryn Hensley. CSC Chair began by conducting Pledge of Allegiance and reading of the CSC Mission Statement.

Attendees

Voting members in attendance included: P. Alley; R. Del Toro; L. Bartz; E. Finkel; K. Hensley; C. Izzo; M. Lawless and R. Meadows. Final quorum established at eight voting members.

Voting members absent: W. Gent and A. Gregory.

Public in attendance: *reference the 'Public in Attendance Sign-in sheet' for details.*

Public Comments

No members of the public in attendance wished to comment.

Approval of Consent Agenda and Consent Documents

The consent agenda for today's meeting including previous month's meeting minutes, board attendance record, financial reports; and any voting conflict (form 8B) if applicable was unanimously approved as distributed. ***Ms. Lawless motioned to approve; Mr. Finkel seconded motion; motion carried unanimously 6:0.***

Commissioner Bartz arrived after approval of Consent Agenda & Consent Documents for a quorum established at seven board members.

Narrative of the Executive Director

Corona-virus Pandemic: Mr. Boyle informed board members that the CSC Team has been maintaining close communication with CSC funded agencies in regards to the corona-virus pandemic and how it is affecting their services; how they have modified services now and in the near future; and how CSC can be of assistance in maintaining their operations . There has been no interruption in payment to agencies; Mr. Boyle stated that they will treat this situation similar to a hurricane in that it continues to pay agencies via reimbursement process and will continue in its support to the community and its partners. The Council agreed. Per the purchasing policy, because Florida is in a State of Emergency, if CSC has to expend funds to help the community or its funded

Disclosure

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.

organizations, the Chair can approve expenditures over \$5,000. Any expenditures will be reported to the Council. Internally, CSC Team is preparing to work remotely effective next week.

CSC Coffee Connections: Mr. Boyle reminded board members of the upcoming Coffee Connections planned for tomorrow, March 13th. Despite the corona-virus pandemic, CSC will go forward in hosting the Coffee Connections event with our funded agencies and partners. It will provide a good opportunity to network with others and exchange information.

CSC Project – ‘The Process’: Mr. Boyle updated the board explaining ‘*the process*’ which is a discovery and mapping of software systems CSC wishes to obtain in a future Customer Relationship Management (CRM), Grants/Program Management and Enterprise Resource Planning (ERP) system. CSC management is currently interviewing several vendors who are coming onsite and offering presentations and demos on their respective systems.

Governor Appointments: Mr. Boyle informed board members that governor appointments have commenced and some counties have received new appointments. CSC is still pending appointments from the Governor’s Offices, and continues hopeful news will come soon. Meanwhile, CSC’s expired officers continue active in their seat and participate regularly in meetings.

First Tee Golf Program Funding Request: Mr. Boyle informed the board that CSC should expect a funding request coming in soon from First Tee. A program mentoring children while providing focused instruction on the game.

Outstanding Youth Awards Dinner: Mr. Boyle updated board members on the details with CSC’s annual signature event – Outstanding Youth (OY) Awards Dinner. He explained that CSC Team is looking to postpone the event for later in the year – perhaps August or September – as historically it has been planned in the month of May. However, during the early part of the summer, many families are usually very busy planning or attending graduation ceremonies and related events. Hence, scheduling the CSC OY event later in the year may be more convenient for our participants and invited guests and closer to CSC’s anniversary (October 2nd). CSC is exploring venues for this event, one of which is the Havert Fenn Center in Fort Pierce.

CSC 30th Anniversary Celebration: Mr. Boyle mentioned exploring discussions with Clover Park (NY Mets Stadium) for a ‘*community thank you*’ event and 30th celebration of CSC. The tentative date is planned for Sunday, May 31st.

CSC’s Annual Report: Mr. Boyle shared with the board a sneak-peak at the newly formatted CSC Annual Report. He expressed kudos to Ms. Mock for her creativity and development of this new look. Plans are to have it released through social media channels, where most of the community population depends on for its news and other community interests.

Old Business

None

New Business

A. CSC Independent Audit – Mr. J. Gaines, representative for Berger, Toombs, Elam, Gaines & Frank auditing firm was onsite to provide CSC with a formal presentation on the results of the Annual Financial Report, September 30, 2019. Mr. Gaines was brief and mentioned an unmodified opinion; financial statements were materially correct; no findings on Internal Control and Compliance as well as in the Management Letter. He concluded by expressing appreciation for the assistance of the CSC Team in providing documents required timely for this review.

Motion was approved to accept the CSC Annual Financial Report for September 30, 2019 as presented. Ms. Lawless motioned to approve; Mr. Finkel seconded motion; motion carries unanimously 7:0.

Ms. Alley arrived after CSC Independent Audit motion for a quorum established at eight board members.

B. Recommendation: Priority Funding Category Keeping Kids in School – Mr. Dwyer provided a brief overview of the handouts related to priority funding category ‘Keeping Kids in School’. A total of eighteen proposals were received in the total amount of \$4,128,775. Included in the handouts was the Community Review Summary which included scoring and commentary from the Community Review panel. The CSC Team appreciated the input from the Community Review panel as they fully participated in the process by addressing inquiries and concerns. The CSC Team Recommendation, along with all other related documents, is being provided to the board today for review and consideration of motion at the board meeting in April. Any questions the board may wish to ask related to their personal review of the information may be addressed by contacting the CSC Team.

C. CAI: Summer Learning 2020 – Mr. Dwyer provided a brief synopsis of Council Action Item Attachment #2, as referenced in the e-Packet. CSC has allotted in budget a total of \$400,000 for this funding category. However, a total in proposals of over \$644,200 was received. A diligent review and prioritization was conducted by the CSC Team to arrive at the funding recommendation as reflected in CAI #2. A total of fourteen programs in the total amount of \$370,022. The balance of funding remaining in the 2020 Summer line item CSC will explore providing stipends for foster children to attend summer camps through a partnership with Communities Connected for Kids and/or some type of literacy initiative to get books in the hands of children over the summer. Any future concepts will be brought before the board for motion.

Motion was approved for the Summer Learning 2020 funding in the total amount of \$370,022, as detailed on the CAI Attachment #2. Ms. Lawless motioned to approve; Mr. Finkel seconded motion; motion carries unanimously 8:0.

D. CAI: Summer Water Safety 2020 – Ms. Mock provided a brief synopsis of Council Action Item Attachment #3, as referenced in the e-Packet. Since 2003, CSC has been supporting local water safety lessons through the St. Lucie County Parks & Recreation Aquatics program. St. Lucie County Parks & Recreation Aquatics is requesting funding that will offer partial pay sponsorships. One hundred sponsorships towards organized summer programs with a co-pay of \$10 per participant; and one hundred twenty-five sponsorships open to community residents. Financial need is assessed based on qualification similar to free or reduced lunch at school; and/or verification of prior year's tax information. A \$10 co-pay is required per participant. Cases of extreme financial need can be addressed on a case by case basis. Total funding in Summer Water Safety sponsorships is in the amount of \$12,375. In cases of multiple children per family, the CSC Team recommendation was made to offer just the rate of one \$10 co-pay per family, to ease the financial burden. CSC Team feels that this additional support would allow more families to participate. Without knowing the actual number of families that would fall under this opportunity, the CSC Team is recommending allowing 50 slots available for additional sibling discounts. Adding this adjustment would result in a total funding request of \$14,975. The board is being asked to approve funding in the amount of \$14,975 for the St Lucie County Aquatics program from the current \$20,000 in the Swim Collaborative line item.

Motion was approved for the St Lucie County Parks and Recreation Aquatics Program 2020 water safety lessons in the total amount of \$14,975, as detailed on the CAI Attachment #3. Ms. Lawless motioned to approve; Assistant Chief DelToro seconded motion; motion carries unanimously 8:0.

E. CSC Council: Election of Officers – CSC Chair addressed the board stating a motion is required for the annual election of officers to the CSC Council. Existing positions of Chairperson held by Ms. Hensley; Vice Chairperson held by Ms. Lawless; and Secretary held by Ms. Alley. Mr. Finkel entertained a motion to maintain officers in existing positions.

Motion was approved for the CSC Council Officer positions to be maintained as is without change in the capacity of Chairperson held by Ms. Hensley; Vice Chairperson held by Ms. Lawless; and Secretary held by Ms. Alley. Mr. Finkel motioned to approve; Lieutenant Izzo seconded motion; motion carries unanimously 8:0.

Final Comments: CSC Council & CSC Team

- CSC Chair, Ms. Hensley, addressed Ms. Natalee Edwards to the podium. Ms. Edwards was not a scheduled speaker today and arrived tardy for the Public Comments section at commencement of the meeting. However, Ms. Hensley respectfully allowed her the time to address her concerns with the Summer 2020 funding, or lack thereof for her program (Word of Faith Summer Learning).

Adjournment

Meeting was adjourned at 9:16 a.m. by CSC Chairperson, Ms. Kathryn Hensley. The next meeting is scheduled at 8:30 a.m. on March 12, 2020, in the CSC Board Room.

Summary of Motions

APPROVED the March 12, 2020 Consent Agenda, which includes the following:

- a. *The Agenda for March 12, 2020.*
- b. *CSC Regular Council Meeting Minutes – February 13, 2020*
- c. *CSC Council Attendance Record for FY 2019/20– As of Feb 29, 2020*
- d. *Cumulative Financial Report FY 2019/20 – As of Feb 29, 2020*
- e. *Program Allocations Report FY 2019/20 – As of Feb 29, 2020*
- f. *Summary of Fund Balance – as of As of Feb 29, 2020*
- g. *Transactions Report – As of As of Feb 29, 2020*

APPROVED to accept the CSC Annual Financial Report for September 30, 2019 as presented.

APPROVED for the Summer Learning 2020 funding in the total amount of \$370,022, as detailed on the CAI Attachment #2.

APPROVED for the St Lucie County Parks and Recreation Aquatics Program 2020 water safety lessons in the total amount of \$14,975, as detailed on the CAI Attachment #3.

APPROVED for the CSC Council Officer positions to be maintained as is without change in the capacity of Chairperson held by Ms. Hensley; Vice Chairperson held by Ms. Lawless; and Secretary held by Ms. Alley.

Approved by: _____ Pat Alley, CSC Council Secretary

Minutes respectfully transcribed & submitted by: Paula Rivera, CSC Office Manager