

CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY (CSCMC)

Regular Meeting
Monday, February 27, 2017, 10:00 a.m.

MINUTES

Having a quorum, Laurel Hopper, Acting Chair, called the meeting to order at 10:00 a.m. and took roll.

Council Members Present: Laurel Hopper (Vice-Chair)
Christia Li Roberts (Treasurer)
Jody Bond
Hon. Judge Michael J. McNicholas

Council Members Absent: William Tulko (Chair), Laurie Gaylord, and Sarah Heard

Public Present: Danielle Sexton-Wills, ARC of Martin County
Denise N. Waringer, Devereux
Deena Messinger, former Council Member
Hon. Judge Laurie Buchanan, former Council Member
Bob Zaccheo, Executive Director, Project L.I.F.T.
Mike James, City of Stuart Community Services Department
Carolyn Moses, Helping People Succeed
Phil Barnes, Boys & Girls Clubs of Martin County
John M. Lass, President/CEO, YMCA of the Treasure Coast
J. W. Gaines, Berger, Toombs, Elam, Gaines & Frank
Missy Crisp, Board Member, Banner Lake Club
Myra Torres, Florida Department of Health – Martin County
Rafaela Aalgado, Florida Department of Health – Martin County
Lisa Dames, President, Banner Lake Club
Simone Scott, B.L.A.S.T. Program Director, Banner Lake Club
Dr. Agnieszka Marshall, Tykes & Teens
Maria Boten, ARC of Martin County

Staff Present: David Heaton (Executive Director), Jennifer Ahern (Manager of Outreach and Communications), Jody Bailey (Staff Accountant), Rebecca Galante (Executive Assistant), Sarah Gosney (Director of Policy and Operations), Genevieve Guido (Director of Finance and Human Resources), Laura Haase (Manager of Program Services), Frances Kaleta (Administrative Assistant I), Stephanie Macera (Executive Assistant), Ellen Pethic (Manager of Finance), and Annette Sparling (Research Analyst)

A motion was made by Jody Bond and seconded by Christia Li Roberts to adopt the agenda, as presented. The motion passed unanimously (4-0 vote).

A motion was made by Jody Bond and seconded by Christia Li Roberts to approve the minutes of January 23, 2017, as presented. The motion passed unanimously (4-0 vote).

Former Council Member Recognition

David Heaton recognized Deena Messinger and Hon. Judge Laurie Buchanan for their valuable service and time as Council Members. Unfortunately, Elmira Gainey could not attend to be recognized for her dedicated 12 years on the Council's Board, but Council did not want her service to go unrecognized.

Public Comments and Introduction of Council Meeting Attendees:

Public comments were given by:

1. John Lass, President/CEO of YMCA of the Treasure Coast, explained to Council that missing the 02/13/2017 CSCMC Modified Application deadline for their Strong Families program grant was unintentional due to an illness and subsequent surgery he had. Therefore, John Lass asked Council to extend the deadline and allow submission of the YMCA's Strong Families modified application.

David Heaton clarified the following to the Council Members:

- 1) Two organizations did not meet the February 13 deadline, which included the YMCA.
- 2) CSCMC has set a hard deadline policy for RFP submission to keep the playing field level.
- 3) Exceptions are brought before Council because CSCMC staff does not have a policy for accepting applications past deadline dates.
- 4) In the CSCMC Program and Funding Policies, Council has discretionary authority to allocate and provide funds for organizations that offer services for the benefit of children and families. This provides Council an opportunity to accept late application submissions based on a case-by-case basis.
- 5) CSCMC funds of \$47,720 have already been budgeted for the YMCA's Strong Families Program.

David reported that the YMCA has been a partner with the Council for many years and has never missed a deadline in the past. He feels that not accepting the YMCA's late application would cause a gap in service for after-school programs. The YMCA's application is a continuing application, which is called a CSCMC Modified Application. The YMCA responded to all inquiries and requirements up to the date of submission and only missed the submission deadline date because of extenuating circumstances. Although CSCMC staff cannot accept their late submission, we understand their circumstances, have affection for the organization, and would like to see the YMCA's Strong Families Program continue.

Council discussed this circumstance.

A motion was made by Jody Bond and seconded by Christia Li Roberts to approve acceptance of late submission of the YMCA's modified application for their Strong Families Program to avoid a gap in after-school services. The motion passed unanimously (4-0 vote).

2. Danielle Sexton-Wills, Chief Operations Officer of ARC of Martin County, pled her case to Council to allow ARC's Alternative Behavioral Learning Environment (ABLE) Program to be able to submit their modified application late, since their organization missed the 02/13/2017 deadline due to human error on their part. She provided letters of support from parents of special-needs children utilizing ARC's services.

David Heaton reported that ARC's program was a modified application for \$180,554 that would leave a huge gap in the system for a challenged population. CSCMC staff supports ARC's funding continuance. Also, CSCMC funds have already been budgeted for ARC's Program.

Council held a detailed discussion on ARC's situation.

A motion was made by Jody Bond and seconded by Christia Li Roberts to approve acceptance of late submission of the ARC of Martin County's modified application for their Alternative Behavioral Learning Environment (ABLE) Program to avoid a gap in after-school, out-of-school summer camp and respite setting services for children and adolescents with developmental disabilities. The motion passed unanimously (4-0 vote).

3. Dr. Agnieszka Marshall, Director of Prevention Services and Licensed Clinical Psychologist for Tykes & Teens' Prevention Services Program, shared information on the first "Rap Battle" event taking place on April 7 in partnership with the East Stuart Youth Initiative and the "Building Successful Kids" event, which is a crash course on developmental assets, being held on March 21, 2017. Council was invited to attend these events and flyers were left.

No motion required.

Hon. Judge Michael J. McNicholas introduced himself. He was recently elected as Circuit Court Judge serving the 19th Judicial Circuit Court of Florida that covers Indian River, Martin, Okeechobee, and St. Lucie Counties. Judge McNicholas has been practicing in the Circuit for 25 years—started out at the State Attorney's Office, worked with what is now called Suntrust Bank, ran his own legal practice, and was a partner at McCarthy Summers law firm, handling commercial litigation and real estate transactional work. Judge McNicholas is now assigned to the Family Court Division for Martin County, even though his jurisdiction covers the entire 19th Judicial Circuit Court of Florida, where he handles cases on child support, domestic violence, and related issues. Judge McNicholas invited CSCMC-funded providers to reach out to his office to meet with him to coordinate with the court system.

All meeting participants introduced themselves to Council.

New Business:

- A. The draft of the Auditor's Report of financial statements ending September 30, 2016, for the Children's Services Council of Martin County was reviewed in detail by J. W. Gaines of Berger, Toombs, Elam, Gaines & Frank.

Mr. Gaines reported that on the Independent Auditor's Report regarding Council's financial statements ending September 30, 2016:

- 1) An unmodified opinion was issued, which is the highest level of assurance that can be given on a set of financial statements that the numbers and disclosures are materially correct in accordance with the accounting principles generally accepted in the United States (Page 2).
- 2) The report required by the Government Auditing Standards found no internal control issues or non-compliance findings that would need to be reported (Page 27).
- 3) In the Management Letter in accordance with the Auditor General's Office, no findings that were required to be reported were found (Page 30).
- 4) The Compliance Requirements Report was in accordance with the American Institute of Certified Public Accounts, regarding compliance requirements in accordance with Florida Statutes 218.415 that deals with investments policies and no findings existed (Page 31). In the auditor's opinion, "Children's Services Council of Martin County complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2016."

David Heaton reported that Council Members William Tulko and Christia Li Roberts reviewed the audit draft in detail that was presented today. Both Council Members were comfortable with the audit reporting and services received this year. Christia Li Roberts thanked the new audit firm for answering her questions.

A motion was made by Jody Bond and seconded by Christia Li Roberts to approve the draft Auditor's Report of the Children's Services Council of Martin County for year ending September 30, 2016, as presented by J. W. Gaines of Berger, Toombs, Elam, Gaines & Frank. The motion passed unanimously (4-0 vote).

The approved 2016 Audit Report will be posted on the Children's Services Council's website.

- B. The CSCMC-funded provider presentation for The Banner Lake Club in Hobe Sound was given by Lisa Dames, (President), Simone Scott {Program Director of the Banner Lake After School Time (B.L.A.S.T.) Program}, and Emily "Missy" Crisp (Board Member/B.L.A.S.T. Volunteer). Lisa reviewed the club's mission, history, vision, and programs. Council's questions were answered.

The Banner Lake After School Time (B.L.A.S.T.) Program is an after school/out-of-school program for children, primarily in the Banner Lake community. The program transitioned away from the Martin County Parks and Recreation Department as of October 2015. The program provides recreation, arts and culture, leisure, and educational programming for students from the ages of 5 through 18. The B.L.A.S.T. Program likes to get the kids to focus on physical fitness, health and wellness development, and the arts. The children in the B.L.A.S.T. Program are currently provided with homework hour, tutoring, art classes, soccer, dance/movement classes, and other enrichment programs. The Banner Lake Club's goal was to make this program as well rounded as possible so the children learn life skills. The B.L.A.S.T. Program also cultivated a thriving teen program this year that has 32 participants. Extended hours are provided every Monday, Wednesday, and Friday nights to offer the teens dinner first and something positive and engaging to do to keep them off the streets and out of trouble.

Also, The Banner Lake Club's goal for the Banner Lake Community is to bring resources to every member of the family. They want to bring the opportunity of integrated services that offer low-income families better housing, employment, and educational opportunities. The goal for the Banner Lake Redevelopment Plan is to improve the residents' quality of life by addressing both the physical and human components of the community. Unfortunately, The Banner Lake Club is struggling financially to make ends meet with a \$47,000 operating cost shortfall because of the new teen program and three-day extended hours (budget handout provided), but they hope to be sustainable within two-three years with annual fund-raising drive after new building fund-raising is completed, so they would appreciate additional CSCMC funding. Council was invited to visit to witness this amazingly successful program in action during the afternoons.

Laura Haase reported measurable performance goals have been stepped up since The Banner Lake Club took over management of the program, and their average daily total of participants has more than doubled with the after-school program of 6-12 year olds and the new teen program meeting three nights a week. Council funds \$87,482 for the Banner Lake After School Time (B.L.A.S.T.) Program in the CSCMC Funding Category: Success in School and Life – Youth Development/Academic Support.

David Heaton confirmed that to address The Banner Lake Club's \$47,000 operating cost shortfall, a supplemental funding request from them to Council would have to be filed independently of their annual funding application.

No motion required.

- C. 2017 CSCMC Tenant Lease for Big Brothers Big Sisters of Palm Beach and Martin Counties was reviewed David Heaton. The only change to the lease was a 75 cent/square foot increase for CSCMC operating costs.

A motion was made by Jody Bond and seconded by Christia Li Roberts to approve the renewal of the 2017 CSCMC Tenant Lease for Big Brothers Big Sisters of Palm Beach and Martin Counties commencing on March 1, 2017, as recommended by staff. The motion passed unanimously (4-0 vote).

Staff Reports:

- A. The Executive Director/Staff Report was presented by David Heaton who recognized Ellen Pethic on her upcoming retirement and serving with the Council for the past 15 years. Ellen's service will be missed for her accountability and credibility provided to the Council.
- B. The Financial Reports were provided by Genevieve Guido.

For Your Information:

Council reviewed the information provided.

Council Member Comments:

Hon. Judge Michael J. McNicholas stated that he was happy to be serving on the Council and was looking forward to working with the other Council Members.

Christia Li Roberts was excited to be working through the 2017-18 grant reviews of children's programs to determine funding recommendations for next year's annual program funding contracts. Ms. Roberts is Council's Liaison on the Community Advisory Panel that extensively reviews the submitted provider applications out for competitive bids.

As no further discussion existed, the meeting was adjourned by Laurel Hopper (Acting Chair) at 11:00 a.m.

Laurel Hopper, Acting Chair

David L. Heaton, Executive Director