

CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY (CSCMC)

**Regular Meeting
Monday, October 23, 2017 10:00 a.m.**

MINUTES

Having a quorum, William Tulko (Chair) called the meeting to order at 10:00 a.m. and took roll.

Council Members Present: William Tulko (Chair)
Laurel Hopper (Vice-Chair)
Christia Li Roberts (Treasurer)
Angela Hoffman
Hon. Judge Michael J. McNicholas
Susan D. Burrows
Sarah Heard

Council Members Absent: Laurie Gaylord

Public Present: Renay Rouse, Florida Department of Health – Martin County
Dr. Agnieszka Marshall, Tykes & Teens
Scott Berry, Hobe Sound Community Chest
Heidy Garcia, Tykes & Teens
Joann Ford, Community Development Institute-Head Start
Denise Waninger, Devereux Community Based Care
Randee Gabriol, 211 Treasure Coast
Kathy Derringer, Helping People Succeed
Phil Barnes, Boys & Girls Club of Martin County
Claudia Worley, Florida Department of Health – Martin County
Bryan Buxton, Martin County Parks & Recreation
Genaris Haston, Boys & Girls Club of Martin County
Julie McHenry, City of Stuart
Drew Campbell, Dunbar Center

Staff Present: David Heaton (Executive Director), Jennifer Ahern (Manager of Outreach and Communications), Jody Bailey (Manager of Finance), Christine Georges (Administrative Services Manager), Sarah Gosney (Director of Policy and Operations), Genevieve Guido (Director of Finance and Human Resources), Laura Haase (Manager of Program Services), and Frances Kaleta (Finance and Human Resource Administrative Assistant).

A motion was made by Laurel Hopper and seconded by Christia Li Roberts to adopt the agenda, as presented. The motion passed unanimously (7-0 vote).

A motion was made by Susan D. Burrows and seconded by Laurel Hopper to approve the minutes of September 25, 2017, as presented. The motion passed unanimously (7-0 vote).

Public Comments and Introduction of Council Meeting Attendees:

Public Comments were given by Dr. Agnieszka Marshall, Director of Prevention Services of Tykes and Teens. She spoke about an event on November 4, 2017, Mapping the Middle, that Children's Services Council helps to fund.

All meeting attendees introduced themselves.

New Business:

- A. CSCMC-Funded Provider Presentations by Tykes and Teens – Infant Mental Health – Martin County:

The Program, Infant Mental Health was presented by Heidi Garcia (Director of Community Based Care); award amount is \$33,412. This program focuses on the relationship between the child, ages 0 to 5, and their primary caregiver(s). This program utilizes Parent-Child Psychotherapy, an evidence-based practice that focuses on attachment, trauma, recovery, and understanding of child development. Treatment models are based on brain development and the understanding of young children's response to trauma and toxic stress.

Council asked questions had a detailed discussion on Infant Mental Health with presenter Heidi Garcia.

No motion required.

- B. Early Head Start Match Funding Application from Community Development Institute (CDI).

Sarah Gosney stated the additional attachments to the Council packet provided by Dunbar. CSCMC was notified of a call for the morning of August 26, 2017, to discuss the relinquishment of their Early Head Start Federal contract, and that CDI would be assuming responsibility during the transition until a lead agency could be identified to provide these services to the community. The attachments to Council packet include a letter regarding the relinquishment letter dated August 28, 2017 and a Report of Findings from the Federal Office of Head Start. CDI is currently in a period called the 'discovery period' for the first 40 days of operation. CDI will then submit a report to the Federal Office of Head Start and Head Start will allocate funding to CDI to operate for the year and to address issues identified in the discovery report. Once CDI has that allocation they will complete the full program budget for CSCMC. A Contract amendment will be required at that time.

Drew Campbell, Vice President, Board of Directors, Dunbar Center, provided an overview from a Board member's perspective and responded to questions from the Council. Drew stated that relinquishment of the contract had taken place because the Fiscal Manager of the Dunbar Center had not filed a form 425 in a timely manner to the Federal Head Start office. Mr. Campbell explained that the Dunbar Center did try to submit the form 425, but it was rejected by the Early Head Start offices because the deadline had passed.

Joanne Ford, Site Manager for CDI Head Start offices located in Denver, Colorado spoke at the podium. Ms. Ford stated that CDI has assumed responsibilities for the administration of the Dunbar Early Head Start Program. The process can take anywhere from one to two years, in some cases, eight years, until a new lead agency is identified. CDI will conduct the 40-day discovery phase. This report will be debriefed with the office of CDI Head Start in Denver and then with the Federal Office of Head Start.

A motion was made by Angela Hoffman and seconded by Sarah Heard to approve staff's recommendation for the reallocation of \$25,974.00 in match funding to Community Development Institute, Inc. for the Early Head Start program in Martin County for the contract term of October 1, 2017 – June 30, 2018. The full Findings Report should be included at the next Council Meeting. The report after the 40-day discovery period from CDI should be completed in December 2017. The motion passed unanimously (7-0 vote).

Further discussion continued among Council Members. Mr. Bill Tulko requested the form 425, along with Council, and would like to see the form 425 for years 2014, 2015, 2016 and 2017.

C. Nominating Committee Discussion

A meeting will need to be set-up with the Executive Director to discuss any changes to Council's Chair, Vice-Chair and Treasurer

Staff Reports:

A. The Executive Director/Staff Report was presented by David Heaton.

Dave Heaton started the discussion on the Castle update, CSCMC has not received any requested documents from CASTLE's independent audit nor from the Inspector General's Office.

Sarah Gosney discussed a slight decrease in the number of children completing the SPLASH (Swimming Provides Learners with Aquatics Safety & Health) Program this year. There will be a corrective action report from the YMCA in Indiantown.

B. The CSCMC Financial Reports were provided by Genevieve Guido.

For Your Information:

Council reviewed the information provided.

Council Member Comments:

Renay Rouse, spoke briefly about the Tele Health plan that was presented to the Health Department and then presented to the School Board. The program is still in the early phases of development.

Council Member Susan D. Burrows asked the question, "do the providers realize how important it is to inform CSCMC" of any changes. Dave Heaton stated CSCMC has been working on strengthening the CSCMC policy document.

As no further discussion existed, the meeting was adjourned by William Tulko (Chair) at 10:57 a.m.

William Tulko, Chair

David L. Heaton, Executive Director