

# CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY (CSCMC)

Annual Meeting  
Monday, April 22, 2019 10:00 a.m.

## MINUTES

Having a quorum, Angela Hoffman (Chair) called the meeting to order at 10:05 a.m. and took roll.

Council Members Present: Angela Hoffman (Chair)  
Joshua Ferraro (Vice-Chair)  
Christia Li Roberts (Treasurer)  
William Tulko  
Laurie Gaylord  
Sarah Heard  
Hon. Judge Steven J. Levin  
Susan Burrows  
James Campo  
Laurel Hopper  
Noreen Dreyer Esquire

Public Present: DarMonique Butler, City of Stuart  
Elisha Stoecklin, YMCA  
Robin Cartwright, The Community Foundation of Martin & St. Lucie Counties  
Elizabeth Barbella, The Community Foundation of Martin & St. Lucie Counties  
Agnieszka Marshall, Tykes & Teens  
Lynda Pagnette, Dunbar  
Ted Astolfi, Economic Council of Martin County  
Laura McBride, Florida Department of Health – Martin County  
Marie Duenas-Weller, Business Development Board of Martin County  
Kathy Derringer, Helping People Succeed  
Stephanie Mene, Martin County Board of County Commissioners  
Danielle Sexton-Wills, ARC of Martin County  
Yvette Flores Acevedo, Big Brothers Big Sisters Palm Beach/Martin County  
Katie Knapfel, Big Brothers Big Sisters Palm Beach/Martin County  
William Bee, Big Brothers Big Sisters Palm Beach/Martin County  
Carol Houwaart-Diez, United Way of Martin County  
Jackie Price, Boys & Girls Club of Martin County  
Julie McHenry, City of Stuart, East Stuart Youth Initiative  
Denise Waninger, Communities Connected for Kids  
Suzy Hutcheson, Helping People Succeed  
Jim Chrulski, City of Stuart  
Keith Munoz, ARC of Martin County  
Elliot Paul & Company, Stuart /Martin County Chamber of Commerce  
Robert Griggs, YMCA  
Ann Mehling, Helping People Succeed  
Julie Zygmunt, Helping People Succeed

Bryan Buxton, Martin County Parks & Recreation Department  
Steve Sumners, The Experts  
Omar Ferreira, Boys & Girls Club of Martin County  
Cher Fisher, Helping People Succeed  
Jodie Knofsky, Boys & Girls Club of Martin County  
Jodi McNamara, Career Source Research Coast  
Brian Bauer, Career Source Research Coast  
Tracy Etelsen, Nina Haven Scholarships, Inc.  
Susan Horn, Early Steps  
Erin McColskey, Prime Time Palm Beach County  
J.W. Gaines, Berger, Toombs, Elam, Gaines & Frank  
Aubrey Campbell, Martin County Healthy Start Coalition  
Suzette Harvey, Prime Time Palm Beach County  
Nate Nichols, Ph.D., Prime Time Palm Beach County  
Sarah Torres, Boys & Girls Club of Martin County  
Scott Crumpler, Boys & Girls Club of Martin County  
Mark Lynch, Martin County Parks & Recreation Department  
Katya Lysak, Martin County Parks & Recreation Department  
Mary King, Hobe Sound Early Learning Center  
Bob Zaccheo, Project Lift  
Annette Jones, Martin County Parks & Recreation Department  
Leah Bower, Florida Department of Health, Martin County  
Diana Gomez, Sunshine Health

Staff Present: David Heaton (Executive Director), Genevieve Guido (Director of Finance), Laura Haase (Director of Program Operations), Jennifer Ahern (Manager of Outreach and Communications), Christine Georges (Administrative Services Manager), Sadé Gordon (Receptionist), Jody Bailey (Manager of Finance), Chanda Narkiewicz (Manager of Planning, Evaluation and Community Development), Nicole King (Contract Specialist), and Cara Good (Contract Specialist).

**A motion was made by Christia Li Roberts and seconded by Laurel Hopper to adopt the agenda, as presented. The motion passed unanimously (10-0 vote).**

**A motion was made by William Tulko and seconded by Christia Li Roberts to approve the minutes of February 25, 2019, as presented. The motion passed unanimously (10-0 vote).**

**Public Comments and Introduction of Council Meeting Attendees:**

Public Comments were given by Aubrey Campbell, Martin County Healthy Start Coalition to announce the 26<sup>th</sup> Annual Luncheon Invitation for May 10<sup>th</sup>. Cher Fisher, Ted Astolfi, Carol G. Houwaart-Diez, Elliot Paul, and Tracey Etelson spoke on behalf of Helping People Succeed-Language and Literacy Connection urging Council to continue their funding.

**Old Business:**

- A. 09/30/2018 Auditor's Report (Draft) presented by J.W. Gaines from Berger, Toombs, Elam, Gaines & Frank

**A motion was made by James Campo and seconded by William Tulko to approve the draft Auditor's Report of the Children's Services Council of Martin County for year ending September 30, 2018, as presented by J. W. Gaines of Berger, Toombs, Elam, Gaines & Frank. The motion passed unanimously (10-0 vote).**

The approved 2018 Audit Report will be posted on the Children's Services Council's website.

**New Business:**

- A. CSCMC Funded Provider Presentation by Helping People Succeed – The Language & Literacy Connection (verbal) – given by Julie Zygmunt, Early Language and Literacy Coordinator.

**No motion required.**

- B. 2019 CSCMC Annual Tenant Lease Renewal with Treasure Coast Buddhist Cooperative

**A motion was made by James Campo and seconded by Christia Li Roberts to approve staff's recommendation for the renewal of the 2019 CSCMC Tenant Lease for Treasure Coast Buddhist Cooperative commencing on May 1, 2019 ending December 31, 2019, as recommended by staff. The motion passed unanimously (10-0 vote).**

- C. Martin County Board of County Commissioners (MCBOCC) – Budget Amendment

**A motion was made by William Tulko and seconded by Laurel Hopper to approve the Budget Amendment in the amount of \$48,263 to be effective May 1, 2019. The motion passed (8-0 vote) with two opposed.**

D. Dunbar Tuition Assistance Program (TAP) – Partnership Funding

**A motion was made by Sarah Heard and seconded by Laurel Hopper to approve the 2018-19 Partnership Funding to Dunbar Center, Inc. in the amount of \$13,750 for the TAP-Tuition Assistance Program utilizing 2018-19 CSCMC Program Reserve Funds. The motion passed unanimously (10-0 vote).**

E. Boys & Girls Club, iMAP – Match Funding

**A motion was made by Sarah Heard and seconded by Laurel Hopper to approve Match Funding to Boys & Girls Club of Martin County, Inc. in the amount of \$60,000 for the iMAP program (Individuals Making Active Progress), utilizing the reallocation of ELC Match funds from CSCMC's 2018-19 FY budget. The motion passed unanimously (10-0 vote).**

F. City of Stuart Community Services Department & Martin County Board of County Commissioners – CSCMC Policy 1.1d Waiver Request (taxing authority)

**A motion was made by Christia Li Roberts and seconded by William Tulko to approve waiver to the CSCMC Program and Funding Policies document, Section 1.1 Funding Eligibility, Policy 1.1d that limits funding of taxing authorities to two years for the City of Stuart Community Services Department and for Martin County Board of County Commissioners. The motion passed unanimously (10-0 vote).**

G. Martin County Board of County Commissioners' Waiver Request for 2019-20 CSCMC Policy and Contract Language Modifications

**A motion was made by Christia Li Roberts and seconded by William Tulko to approve the requested language modifications to CSCMC Policies 5.6 Insurance; 5.8a Confidential Information; 5.11 Community Outreach; and 5.16 Public Records Law Compliance; and to CSCMC Contract Sections VI. Termination #2; Section VII. Liability, #1 and #2; and Section XV. Public Records Law Compliance for the 2019-20 CSCMC Contract with Martin County Board of County Commissioners, pending Council's funding approval. The motion passed unanimously (10-0 vote).**

H. 2019-20 Continuing Contracts Funding Recommendations

**A motion was made by Christia Li Roberts and seconded by James Campo to approve the 2019-20 recommended funding allocations up to \$3,777,994 for the 22 programs currently funded by CSCMC in 2018-19, per the attached 2019-20 Continuing Contracts Funding Recommendations chart. The motion passed unanimously (10-0 vote).**

I. 2019-20 Program Development/New Initiatives Funding Recommendations

**A motion was made by Christia Li Roberts and seconded by James Campo to approve the 2019-20 funding totaling \$499,561 for the following three programs: ELCIRMO /Bridge to Continuity program (\$50,000); Tykes & Teens, Inc./General Mental Health program (\$409,308); and Early Head Start Match (\$40,253). The motion passed unanimously (10-0 vote).**

***James Campo left meeting at 11:57 a.m.***

J. 2019-20 Request for Proposals (RFP) Funding Recommendations *Success In School and Life: Youth Development/Academic Support Focus Areas: School-to-Work/Job Connection and Out-of-School Time*

**A motion was made by Christia Li Roberts and seconded by Sarah Heard to approve funding allocations to 9 RFP programs for a total of \$1,888,088 per attached 2019-20 CSCMC Request for Proposals Funding Recommendations chart. The motion passed unanimously (9-0 vote).**

K. Prime Time of Palm Beach County, Inc./Martin County Out-of-School time Quality Improvement Initiative – 2018-19 Targeted Funding Recommendation

**A motion was made by Sarah Heard and seconded by Laurel Hopper to approve Targeted Funding to Prime Time of Palm Beach County, Inc. in the amount of \$99,660 for the Martin County Out-of-School Time (OST) Quality Improvement Initiative. Funding would utilize \$23,067 Future Program Services Expansion Funds, \$49,000 2018-19 unused funds for the ELCIRMO-Bridge to Continuity program, and \$27,593 2019-19 unused funds for an Early Head Start Match program. The motion passed unanimously (9-0 vote).**

**Staff Reports:**

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

David Heaton introduced CSCMC newest Staff members; Nicole King is Contract Specialist who started April 1, 2019 and Sadé M. Gordon is Receptionist and today is her first day.

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

**For Your Information:**

Council reviewed the information provided.

**Council Member Comments:**

As no further discussion existed, the meeting was adjourned by Angela Hoffman (Chair) at 12:10 p.m.

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Angela Hoffman, Chair

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David L. Heaton, Executive Director