

CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY (CSCMC)

Council Meeting
Monday, June 22, 2020 10:00 a.m.

MINUTES

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

Council Members Present: Joshua Ferraro (Chair)
James Campo (Vice-Chair)
Christia Li Roberts (Treasurer)
Laurel Hopper
William Tulko
Sarah Heard
Susan Burrows (arrived 10:15 a.m.)
Hon. Judge Steven J. Levin
Glen Torcivia, Attorney

Council Members Absent: Laurie Gaylord

Zoom instructions given by Jennifer Ahern, Manager of Outreach & Communications

Public Present: Public called into the zoom call to attend. Instructions guiding the public on how to participate in the call were provided on the CSCMC website as well as a mass email to providers and funders via Stephanie Macera. The public attendees were muted during the Council Meeting. The public was instructed to submit any public comments via email to cscmc@cscmc.org.

Forty-four (44) members participated.

Staff Present: David Heaton (Executive Director), Laura Haase (Director of Program Operations), Zackery Hackley (Director of Finance), Jennifer Ahern (Manager of Outreach and Communications), Christine Georges (Administrative Services Manager), Chanda Narkiewicz (Manager of Planning, Evaluation and Community Development), Nicole King (Contract Specialist), Cara Good (Contract Specialist), Danyella Lustosa (Administrative Assistant/Receptionist), Fran Kaleta, (Finance Administrative Assistant), and Stephanie Macera (Executive Assistant, Program Support).

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

A motion was made by Christia Li Roberts and seconded by Sarah Heard to approve the minutes of May 18, 2020, as presented. The motion passed unanimously (7-0 vote).

A motion was made by Christia Li Roberts and seconded by Sarah Heard to approve the minutes once amended. Christia Li Roberts requested clarification be added on page 3 of May 28, 2020, “to serve an additional 36 participants at Hobe Sound (\$24,619), 27 participants at Port Salerno (\$20,582), 36 participants at Indiantown (\$28,975)” as presented. The motion passed unanimously (7-0 vote).

A motion was made by Christia Li Roberts and seconded by Sarah Heard to approve the minutes of June 1, 2020, as presented. The motion passed unanimously (7-0 vote).

A motion was made by Christia Li Roberts and seconded by Sarah Heard to approve the minutes once amended. Christia Li Roberts requested clarification be added to page 2 of June 15, 2020, “to reallocate prior approved \$202,531 supplemental funding to reimburse staff funding for up to 45 participants at Palm City (\$53,920) and up to 135 participants at Stuart Middle School (\$149,241)” as presented. The motion passed unanimously (7-0 vote).

Susan Burrows joined meeting at 10:15 a.m.

Public Comments and Introduction of Council Meeting Attendees:

All meeting participants were muted during this virtual public meeting and instructed to email any Public Comments to cscmc@cscmc.org.

Keith Fletcher, Boys & Girls Clubs of Martin County

Old Business:

A. COVID-19 Relief & Recovery Fund Applications Status

1. Salvation Army

A motion was made by James Campo and seconded by Sarah Heard to approve staff recommendation for funding in the amount of \$10,972 toward the Coronavirus (COVID-19) Relief and Recovery Fund Application by The Salvation Army of Martin, St. Lucie & Okeechobee Counties to be utilized to support the increased expense of paying hazard pay to Compassion House staff from March 25, 2020 through June 30, 2020. CSCMC funds will be used from 2019-20 unexpended funds and fund balance. The motion passed unanimously (8-0 vote).

B. Annual Contract – Funding Recommendation

1. Community Development Institute (CDI) – Early Head Start Match

A motion was made by Sarah Heard and seconded by William Tulko to approve staff recommendation for the match request of \$25,000 to support the Teacher Mentor Coach position through the Community Development Institute, Inc. for the Early Head Start program in Martin County for the contract term July 1, 2020 – June 30, 2021. The motion passed unanimously (8-0 vote).

New Business:

A. Finance Committee’s 2020-2021 CSCMC Preliminary Budget Discussion

1) Preliminary Budget for Fiscal Period Beginning October 1, 2020

A motion was made by Christia Li Roberts and seconded by William Tulko to approve the estimated values received from Martin County Property Appraiser increased 4.49%, current millage rate of .3618, proposed operating budget of \$13,347,584. The motion passed (7-1 vote) with” James Campo voted nay.

B. Trim Calendar 2020-2021

A motion was made by James Campo and seconded by Sarah Heard to approve staff’s recommendation of the 2020-2021 TRIM Calendar, with exception of September 28, 2020 and Staff find an alternate date for the second Public Hearing. The motion passed unanimously (8-0 vote).

C. Annual Management Performance Appraisal Form for Executive Director

NO ACTION TAKEN: The Council Members heard from Dave Heaton, Executive Director announced the Performance Appraisal Form in the Council Packet that will need to be completed and returned to Christine Georges, Administrative Services Manager, no later than Wednesday, July 8, 2020. No recommendations at this time.

Staff Reports:

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

Mr. Heaton discussed the chart for CSCMC Recently Funded Programs in Response to COVID-19.

B. The CSCMC Financial Reports ending May 31, 2020 were provided by Zack Hackley.

For Your Information:

Council reviewed the information provided.

Council Member Comments:

As no further discussion existed, the meeting was adjourned by Joshua Ferraro (Chair) at 11:14 a.m.

Joshua Ferraro, Chair

David L. Heaton, Executive Director