

**County of Volusia**  
**Children and Families Advisory Board**  
**Monday, March 9, 2009 9:00 am**  
**Thomas C. Kelly Administration Center**  
**County Council Chambers, Room 204**  
**123 West Indiana Avenue**  
**Deland, FL 32720**

**BOARD MINUTES**

| <b><i>Members Present</i></b> | <b><i>Members Absent</i></b> | <b><i>County Staff Present</i></b>                              |
|-------------------------------|------------------------------|---|
| Carrie Baird, Chair           | Dee Jarrard                  | Edward L. Jasper,<br>Community Assistance<br>Director           |
| Alexander Carmichel           | Dr. Willie Kimmons           | Diana Phillips, Housing<br>and Grants Administration<br>Manager |
| Dave Evans                    | Dr. Suzanne Dewees           | Marcy Chaffin, Assistant<br>to the Director                     |
| David Kerr                    | Susan Caplan                 |   |
|                               | Deborah Denys                |   |

**Call to Order**

Diana Phillips called the meeting to order.

**Roll Call**

Roll was called by Diana Phillips, a quorum was declared not present.

**Item #1 – Communities Needs Assessment**

**Staff Report:** Diana Phillips reported that at the February 11, 2009 workshop, the Volusia County Council agreed to allow the CFAB to work toward changing the methodology for accepting applications. The first step is to define and develop a community needs assessment that will identify community services priorities. The board may need to develop subcommittees that will allow for the creation of needs assessment that will enable the County Council to move forward with a full RFP process. County Council agreed to allow a pilot RFP for the coming year.

**Board Discussion/Action**

Carrie Baird led the board discussion concerning the funding for the RFP pilot program available, how to process a needs assessment for the RFP and how to narrow the selection of social issues for the County Council to consider. She reminded the board the pilot RFP is a procurement model.

Edward Jasper recommended the following dates for the pilot RFP time line:

- The RFP to go out July 1, 2009
- Information to be ready for the County Council Agenda June 18<sup>th</sup> meeting.
- All the information to be to Edward by May 22<sup>nd</sup>, but can work with May 29<sup>th</sup> as final deadline.

The CFAB selected the date of Tuesday, March 31, 2009, 9:00AM to 12:00PM for their next meeting.

Carrie Baird stated the goals for the next meeting are:

- Bring developed questions that will be posed either through a survey or workshop.
- Advertise and have people come in.
- By May 22<sup>nd</sup>, there would be a short list for the County Council.

Board: Opened the item for public participation. No public participation.

### **Agenda Item #2-Approval of Summer Camp Providers**

Diana Phillips reported applications have been received from seven providers for summer camp services which were due on January 20, 2009. The board was informed of the following late submissions and missing information:

- Hope Fellowship Church, Daytona Beach's application was received along with a fire inspection report from them on 3/4/09.
- Kids Power's fire inspection report and the liability insurance was received on 2/19/09.
- The Boys and Girls Club, Lake Helen Site does not have a fire inspection report, but it is not a site proposed to hold camp.
- The Boys and Girls Club sites turned in applications for all sites on 2/2/09. All had valid fire inspections except DeLand and it was re-inspected on 2/29/09.
- The City of Daytona Beach has not submitted applications, but they are providing the fire inspections and insurance for their sites.

Discussion continued as to Summer Camp locations and the number of last year's attendees.

### **Public Participation**

Althea Chavers, the Boys and Girls Club Representative, explained last summer they lost children who went to other summer programs and parents asked if they could be part of the vouchers this year.

Clariss Mac'Kie, for the Family Renew Community, stated this year more of their children may be applying for the Summer Camp program. She thanked the CFAB for the work they are doing.

Carrie Baird stated the board will pick who the providers will be at March 31, 2009 meeting.

Carrie Baird adjourned the meeting at approximately 11:49 am.