

**County of Volusia  
 Children and Families Advisory Board  
 Thursday, December 11, 2008 9:00 am  
 Thomas C. Kelly Administration Center  
 County Council Chambers, Room 204  
 123 West Indiana Avenue  
 Deland, FL 32720**

**BOARD MINUTES**

<b>Members Present</b>	<b>Members Absent</b>	<b>County Staff Present</b>
Carrie Baird	Deborah Denys	Edward Jasper
Susan Caplan	Dee Jarrard	Diana Phillips
Alex Carmichel		
Dr. Suzanne Dewees		
Dave Evans		
David Kerr		
Dr. Willie Kimmons		

**Call to Order**

Carrie Baird called the meeting to order.

**Roll Call**

Diana Phillips

It was determined that a quorum was present.

**Item 1 – 2007/2008 Annual Report**

Diana Phillips provided a draft of the 2007/2008 annual report to the board. After board discussion they changed #4 to reflect the use of a revised motoring tool to insure program compliance. Dave Evans made a motion to approve. Motion seconded by Dr. Willie Kimmons. Motion passed.

**Item 2 – County Council Presentation**

Edward Jasper encouraged the board to spend the rest of the meeting discussing the workshop related to the workshop for the County Council. The workshop should include recommendations for establishing goals and setting priorities and for the development of discussion points to be included in the presentation. Carrie Baird met with Dave Byron, Ed Jasper and Diana Phillips to discuss the content of the presentation to the Council.

Carrie Baird went over the presentation for the board including releasing a pilot RFP using funding that was recommended for new programs that was not approved by the

Council. Funds could be rolled over from FY 08/09 to FY 09/10. The total amount recommended for new programs was \$37,800 in children and \$23,800 in community. She also suggested doing a general presentation of all county social services in addition to CFAB funding to advise the county council on total social service funding. Carrie stated the purpose of the CFAB is to assess and evaluate needs, develop strategies to meet the needs and establish program outcomes. This is why the board is using this approach of identifying to the Council how they are going to proceed.

The board has identified the following concerns: (1) Currently there is a provider driven process. (2) We are not necessarily funding services that are a priority; we have been funding agencies for the programs they request funding for. (3) There is no policy regarding geographic distribution of funding. (4) Very similar programs have very different costs (5) There is potential duplication of services. (6) There's no process built in that guarantees that we are buying the most efficient and effective service with proven outcomes (7) There is no method on how we maximize our resources in the most effective way for match dollars. (8) We do not have funding priorities. (9) We do not have strong control to assure that we provide funding to agencies that are administratively strong.

Dave Evans expressed concern about the CFAB trying to drive the process in light of the small amount of county funding in relation to the total amount of social service funding, which is about 2%. There are many other larger funding sources involved in the process. Dr. Dewees responded that doing a pilot program may answer Dave's concerns.

### **Public Participation**

Gail Camputaro – Council on Aging. The Council on Aging is attempting to have their agency become less dependent on state and federal funds. 75% of funds come from state and federal funds as of 2006. By 2009 they are trying to have it down to 50%. As of January 1, 2009, they have acquired another agency called Extra Care, a home health agency. She indicated she felt that the community is not ready for an RFP process but she volunteered her agency to help in the process if the RFP process goes forward.

The board continued to discuss the following:

1. Geographic consideration – David Kerr stated that if the service needs are identified, then they would be provided county-wide. Dave Evans stated that agencies would not be required to provide services county-wide, but could offer services through mandatory collaboration.
2. Demographic profile – Dr. Dewees questioned if we could get an updated demographic profile. Dr. Dewees if the county has funds to contract to get updated demographic data. Ed Jasper responded that the board can request approval from the Council for that authorization.
3. Cost effectiveness – Carrie Baird advised that after school programs vary greatly in costs. Dr. Dewees recommended that a range be established. Alex Carmichel suggested a base rate be established. David Kerr suggested that

establishing priorities needs should be done before trying to establish a base rate.

4. Potential duplication of services or operational cost – Carrie Baird advised that once we set priorities services will be required countywide either by an agency or collaboration of agencies
5. Efficiency and effectiveness – Carrie Baird advised there is a difference between outcomes and outputs. Achieving the goals is the most important. David Kerr advised that using the RFP process will require specific outcomes. Dr. Dewees asked if the agencies require client satisfaction surveys. Alex Carmichel advised that some agencies have surveys. Currently, we do not require agencies to provide client surveys.
6. Revenue maximization – David Kerr stated that match fund is important, however, there may be community priorities that don't receive any matching funds. Dave Evans advised that agencies don't always get more state and federal funding just because they receive matching dollars. Carrie Baird suggested that agencies who do receive match be excluded from the RFP process. The bid process must clearly indicate programs with receive match. It was also suggested that the scoring criteria include consideration for match. The board agreed to take out revenue maximization at this time.
7. Administrative and financial strength of its agencies – An RFP process would include administrative capability. Small agencies do not have to provide a 990.

Robin Bass from Children's Medical Services advised the board that they are not required to provide a 990 and they lose points every year in the scoring CMS has strictly controlled standards. She requested that the board consider the working poor (a poverty level of up to 200%), and basic needs. She is pursuing partnering with a non-profit agency for next year.

The CFAB board agreed to recommend to County Council that the set aside for new funding be carried forward to the next fiscal year and be used for the RFP pilot program.

Susan Caplan asked for clarification regarding the funding of government programs. Diana Phillips advised that the board discussed this issue after the agency workshop. She advised leaving the criteria as it is for this year and request direction from the Council for next years funding cycle.

### **Adjournment**

The next meeting is scheduled for January 16, 2009 at 9:00 am.

Carrie Baird adjourned the meeting at 11:15 am.