

County of Volusia
Children and Families Advisory Board
Monday, March 31, 2009 9:00 am
Thomas C. Kelly Administration Center
County Council Chambers, Room 204
123 West Indiana Avenue
Deland, FL 32720

BOARD MINUTES

<i>Members Present</i>	<i>Members Absent</i>	<i>County Staff Present</i>
Carrie Baird Baird	Deborah Denys	Edward L. Jasper, Community Assistance Director
Dave Evans		Diana Phillips, Housing and Grants Administration Manager
Alexander Carmichel		Peggy Johnson, Children's SVCS Coordinator
Susan Caplan		Marcy Chaffin, Assistant to the Director
Dr. Suzanne Dewees		
David Kerr		
Dr. Willie Kimmons		

Call to Order

Diana Phillips called the meeting to order.

Roll Call

Roll was called by Diana Phillips, a quorum was declared present.

Item #1 Approval of Summer Camp Provider Applicants

Staff Report:

Diana Phillips said the following are updates to the list of applicants for Summer Camp.

- Hope Fellowship Church has provided a fire inspection report
- Kids Power has provided their liability and fire protection report
- The Boys and Girls club will not be serving children at a physical location in Lake Helen so there is no fire inspection report required
- The Boys and Girls club in DeLand has had a re-inspection and passed. All their sites have current fire protection inspections.
- Additionally there was a question regarding Boys and Girls Club, there is an email from Lisa Ryals which discusses the fact the additional summer camp funding will be used to supplement the services that are already being provided.
- She said they are ready to release Summer Camp applications.

Board Discussion/Action

Carrie Baird asked if the City of Daytona Beach Leisure Services has provided proof of liability insurance and asked about the status of the 3 of the 4 sites who do not have fire inspections.

Diana Phillips stated that because the City of Daytona Beach is self insured, it may be assumed they have liability insurance. Fire inspection reports have not been received for Orton, Sunnyland or Lennox, but have been told the reports are done.

Discussion continued regarding fire inspections for the City of Daytona Beach sites.

Dr. Kimmons motioned to **APPROVE** the Summer Camp Providers applicants as presented by Staff. The motion was **SECONDED** by Alexander Carmichel Carrie Baird opposed. The **MOTION** passed.

Item #2 Discussion of pilot RFP priorities

Carrie Baird said the Community Agenda report is about to be published. She explained the background for the development of the report and the current 2009 version and data available. She said the CFAB goal is to pick issues that can be measured by data to take to County Council for them to select the issue for the Pilot RFP to test the procurement mythology.

Discussion continued regarding indicators of; infant mortality, pregnancy care, early childhood education/daycare, child safety, gangs, absent parents, homelessness, joblessness, elderly and disabled abuse, substance abuse and how to narrow the selection of issues.

Diana Phillips said if the board is going to County Council with broad concepts, data will still be needed to support the choice.

Susan Caplan said every item is so interlinked and said to stress the prevention aspect.

Edward Jasper said the RFP is a smaller scale of what the larger program will be. There must be testing of the strength and weakness of every phase of the system to see how it will work. How can County Council be assured a system is in place that involves public participation in addition to what the board has selected and is what the community believes is a priority.

Susan Caplan said that the Community Agenda was part of the public participation due to its involvement in the community. She continued that the Community Agenda work for the last 5 years and the two other plans involves 500-1000 local people which is a substantial diverse group of people for public input.

Edward Jasper stated that time is short , the roll out may not need to be this year but the coming year due to the time frame cycle of funding. If the pilot is to begin in October, the current funding cycle, then applications for the next year will be in a December/January time frame. The proposal was for the pilot RFP and regular process would run concurrently.

Discussion continued regarding funding, contracts, time restraints, and timeline for the pilot RFP.

Edward Jasper said when the board goes to County Council in two months; the board needs to indicate what the RFP will look like, the calendar of events for the upcoming year, the selection process, and timeframe. The board needs the official approval of the County Council.

Carrie Baird stated that for the next presentation to the County Council, the board needs to present two to three issues that the County Council can pick a single item from, a timeline for the release of the RFP, time for the agencies to respond, the decision making process time allowance, review of the bids, then back to County Council with the recommended contracts with funding beginning on October 1, 2009. This should be presented as a work plan for the next year and half to get it to the full proposal status. Included should be a timeline to have a review at 6 months to check how the pilot is proceeding and other meetings to be scheduled to get input on processes and tools to use. This would be a way to obtain the County Council approval for the pilot RFP and the proposed plan for the development of the priorities to get to the full RFP process for the 11/12 funding cycle. She stated, if CFAB can be placed on the May 22, 2009 County Council meeting agenda with a proposal and if staff will work on the legal procurement with purchasing, then the board could announce the RFP on June 1, due July 15 allowing for 45 days to respond, it could be reviewed by August 15th and make decisions to be presented to County Council in September to begin in October.

Diana Phillips stated her concern if CFAB goes to County Council the second meeting in May, the RFP may not be ready for release in June. With the purchasing and legal reviews needed, there probably will be a contractual item in the RFP. It could be started now.

Carrie Baird asked if the contract start date can be October 1 and the pilot RFP process with the contracts to run on a calendar year of January to December, then the County Council's approval of the proposal for the first RFP contact won't get mixed up with the budget issues as it will be approved after the budget approval in October.

Edward Jasper said the board will go to County Council in advance of the next budget year so the carry over will not get confused in the conversation about the new budget.

Carrie Baird said county staff could look at what has to be done and propose a time line to the board because the staff work has to be presented to the County Council the same time as the purposed issues.

Edward Jasper said yes, staff will try to have it ready by next meeting.

Discussion continued regarding the selection of topics for the pilot RFP.

Public Participation

Gail Camputaro – Council on Aging - stated her group would volunteer to be part of the RFP process to help expedite it. She stated that the county spends 14% of its budget on Medicaid match for nursing homes which is a major issue of

many counties for the state of Florida. Her organization served 3,700 homebound clients, only 4% went on to long term care. She said the state government wants to concentrate on community based care for seniors which is an option to present to the County Council. We can invest about \$2000 a year, per client and avoid \$45,000-\$55,000 for Medicaid nursing home care. Another option is to discuss elderly and disabled abuse. There is a state statute, stating when there is elder abuse the department of Elder Affairs makes a direct referral to the Council of Aging and the state statute says they must be in the home within 72 hours which is an unfunded mandate. She stated her organization is there to cooperate as the board's challenge is immense.

Steve Salley, The House Next Door, stated that from the providers view, the most important thing is that the RFP be successful. He said when the appropriate provider is selected, to give them time to staff and ramp up. He recommends 45 to 60 days to do so.

Carrie Baird clarified that ramp up time is from the time a provider is approved to the time of the start of the contract.

Carrie Baird listed the CFAB pilot RFP categories selected. From the six, the board will select three

1. Infant Maternal Health: using the measures #36 infant mortality, #37 first trimester entry into prenatal care, & #3 teen mothers.
2. STD's: using the measure of #38 STD's & #39 new HIV Cases, focus of prevention
3. Disabled and Elderly Abuse: using the measure of #27.
4. Family Violence: using the measure of #12 domestic violence, #17 child abuse
5. Youth Substance Abuse: using the measure of #19 use of illicit drugs, #9 youth alcohol
6. Homeless Children: using the measure of #11 of adding prevention orientation to the items.

Dr. Willie Kimmons made a motion to forward to the County Council the three (3) categories selected: Infant Maternal Health, Homeless Children and Disabled and Elderly Abuse. Alexander Carmichel seconded the motion. The motion passed unanimously.

Carrie Baird said she will put together a summary of one page for each issue. She confirmed the next meeting is June 2, 2009 at 5:15pm. She asked for a list of the board's next scheduled meetings to be emailed to board members by staff.

Item #3 Discussion of a community/service provider survey

Diana Phillips said it was put on the agenda from the last meeting to assist in developing data for the pilot RFP. However, discussion has indicated the board is comfortable with the level of public participate that has occurred so far.

Discussion by board member of matters not on the agenda.

The board members discussed the financial statement analysis document in their meeting package.

David Kerr asked if the financial statement analysis document they have in their meeting information is revised from the email received earlier.

Diana Phillips answered yes.

Diana Phillips stated that at the CFAB April 7th meeting, the Support Services Manager can attend to answer questions regarding the financial statement before the presentations.

Items for Staff Discussion

Edward Jasper recognized retiring board member, Dave Evans. He stated that Dave has been instrumental in getting the board where it is today, especially with the financial support portion. He presented Dave a plaque for "Outstanding Service presented to Dave Evans from the CFAB in appreciation of his outstanding participation and contribution to the CFAB 2009."

Carrie Baird said that it has been great to have Dave on the board and to have the opportunity to work with him.

Dr. Kimmons stated he enjoyed working with Dave over the years as he is very committed and highly professional.

Dave Evans thanked the board and stated that it was a fantastic experience working with everyone. He came from the provider community and steps that have been taken recently will have a huge impact on the community and county funding. He thanked everyone for the support over the years and he will continue to follow the board.

Carrie Baird adjourned the meeting at 10:41am.