CHILDREN AND FAMILIES ADVISORY BOARD
ANNUAL REPORT
2023

Board Members
Dr. Mary Bruno, Chair
Charles Moskowitz
Joseph Hearn
Sara Howeller
Amber Marshall
Derrick Collins

Staff
Carmen Hall, Community Assistance Director
Maureen Sikora, Assistant County Attorney
Brittany Louis, Housing and Grants Administration Manager
Eva Colee, Grants Planner
William Mollentze, Grants Coordinator

OVERALL MISSION STATEMENT

The mission of the Children and Families Advisory Board (CFAB) is to promote healthy children and develop strong families who contribute to their communities.

The Board meets at least quarterly, consists of up to nine members appointed by the County Council, and is responsible for:

- Assessing and evaluating children and community needs;
- Developing strategies to meet these needs;
- Establishing program outcomes;
- Monitoring program compliance;
- Advertising funding availability;
- Recommending appropriations for various programs servicing children and families;
- Provide advice and recommendations to the County Council on children and family matters.

2023 ACHIEVEMENTS

#1. Assess and evaluate children and community needs

The Children and Families Advisory Board completed a needs re-assessment in 2020 that resulted in the approval of five new Request for Statement of Qualifications (RSQ) service categories. Service categories remained the same for 2023 to include the following:

- Services for Persons with Disabilities
- Services for Seniors
- Youth Development Services
- Basic Needs Services
- Family Support and Services

The process to reevaluate community needs will begin in 2024. If new services categories are identified, they would go into effect beginning with the 2025/26 fiscal year.
#2. Develop strategies to meet these needs
On August 8, 2023, CFAB board members reviewed a summary of lead agency reports and surveys for the Request for Statement of Qualifications (RSQ) awarded agencies. No changes to the risk factors, scope of work or service category budgets were made by the board for FY 2023/24 contract negotiations. The Children and Families Advisory Board will complete a needs re-assessment in order to determine five new Request for Statement of Qualifications (RSQ) service categories or approve the current service categories:

- Services for Persons with Disabilities
- Services for Seniors
- Youth Development Services
- Basic Needs Services
- Family Support and Services

#3. Establishing program outcomes
The board reviewed program outcomes and goals based upon the need for services identified for the RSQ program. In 2023, there were no major changes identified that needed to be implemented.

#4. Monitoring program compliance
A monitoring tool is used to monitor agencies for compliance in the following five areas:

- Administration
- Regulatory compliance
- Internal control/Financial management
- Staffing/Personnel
- Program Implementation

Agencies are typically monitored on an annual basis and if problems are identified, technical assistance is provided to the agency to correct the deficiency. Monthly desk monitorings were conducted since on-site monitorings didn’t occur during the reporting period. Technical assistance was provided to lead agencies about adequate supporting documentation needed to accompany funding requests. On-site monitorings are planned to resume in FY 2023/24.

#5. Advertising funding availability
Contingency Funds were made available for programs falling outside the scope of the prioritized service categories and funding for the sickle cell services special contract. Advertisements for the funds were distributed through the Volusia County website, emails, press releases, and Community Connector.

#6. Recommending appropriations for various programs servicing children and families

**Annual RSQ Amendment:** The board recommended lead agency contract renewals in all five service categories that were identified as priorities in the amount of $1,759,615.
**Special contracts:** The board recommended that $231,885 be allocated towards two special contracts for Affordable Quality Childcare and sickle cell services.

**Contingency funding:** Generally, funds are set aside for contingency funding for agencies that provide unique services that do not fit within the scope of the Request for Statement of Qualifications and special contracts issued by the county. The Children and Families Advisory Board allocated $79,567 to be used for six agencies toward these unique services in FY 2022/23. In June, the board made a motion to reduce the funding of one agency and reallocate funds to four approved agencies. The decision was made to ensure all agencies could expend their full awards by the end of the fiscal year. The board also reviewed and recommended funding for three agencies for upcoming FY 2023/24.

**Summer camp:** The board recommended allocating $349,405 for summer camp scholarships. A recommendation was made to Volusia County Council to approve sixteen organizations to serve as providers for the summer camp scholarship program based on the review done by CFAB. Funding was used to provide summer camp scholarships to 784 children at 57 sites. Approximately $303,341 was spent on scholarships and $46,064 was unused from the total budget.

**Justice Assistance Grant (JAG):** The board recommended that anticipated funds in the amount of $147,710 be allocated towards two agencies SMA Healthcare and the House Next Door for FY 2022/23. Due to an increase in Volusia County's allocation, excess funds were divided evenly between both agencies as recommended by the board.

**#7. Provide advice and recommendations to the County Council on children and families matters.**

The board continues to implement the request for statement of qualifications process and make their funding recommendations based upon the five service categories identified and approved by the county council as priorities. The board also continues to provide funding recommendations for contingency funding, special contracts, the summer camp scholarship program, and JAG.