

Revised on 02/08/2017

Minutes

Children and Families Advisory Board Meeting
Tuesday, January 10, 2017
Volusia County Health Department
1845 Holsonback Drive
Daytona Beach, Florida

Board Members Present

Claudia Roth, Chair
Maria Mills-Benat
Dr. Kadie Hayward Mullins
Karen Bagley
Rick Rintz

Staff Present

Diana Phillips, Manager,
Housing and Grants Administration
Brittany Scott, Children and Families
Program Coordinator
Edina Toth, Staff Assistant II,
Housing and Grants Administration

Claudia Roth called the meeting to order at 1:30 p.m. Edina Toth called the roll. Marjorie Johnson was not present; however, there was a quorum.

Brittany Scott introduced staff member, Christine Beccaris and Jill Marcum to the board.

Ms. Roth began the meeting by asking the group to please state their name before speaking in order to help Edina when she is taking minutes for the meeting.

Public Participation

There was no public participation.

Item 1- Approval of Minutes

A motion to approve the minutes from November 10, 2016 was made by Dr. Kadie Hayward Mullins. The motion was seconded by Maria Mills-Benat and passed unanimously.

Item 2- Review and discuss summer camp criteria, private provider application and scoring rubric

Discussion began on summer camp criteria and Ms. Roth briefly reviewed the criteria for summer camp as listed on last year's Notice of Funding Availability (NOFA). Ms. Mills-Benat suggested that we include requiring providers to save a certain number of spots for scholarship students. Several board members agreed and Ms. Bagley suggested that maybe instead of saving a certain number of spots it could be a percentage of spots that would be saved for scholarship students. Discussion ensued and Ms. Mills-Benat made a motion to keep the criteria of requiring at least 20 scholarship children enrolled per site and require providers to save a certain number of spots for scholarship children. Rick Rintz seconded the motion. Ms. Bagley stated concern that this requirement might be difficult for smaller providers. Discussion ensued at great length amongst the board regarding the motion. The motion passed unanimously.

Mr. Rintz asked why the age limit for camp started at children; age 5, who had completed kindergarten and why we did not accept younger children. Ms. Scott advised that usually the programs are tailored to children of that age group and there are other programs such as day cares that provide services during the summer for children younger than age 5. Lisa Ryals from the Boys and Girls Club also advised that their camp is guided by their National Charter Policy for the age groups they are able to serve. David Hinson, Recreation Supervisor for Volusia County Parks and Recreation also stated that for their camp, liability wise, children have to have completed kindergarten to participate in summer camp. No changes were made to the age group criteria.

There was some discussion amongst the board members on the poverty guidelines criteria but ultimately no changes were made.

Mr. Rintz expressed concern regarding the date and time frame for camps and that last year some camps were only able to be held for 7 weeks. He asked staff if that would be an issue again this year? Ms. Scott advised that no, that was a unique issue with camps and the school board calendar last year and would not be an issue this year. No changes were made to the time or dates for camp.

Dr. Mullins suggested adding how the agency will handle attendance monitoring to the private provider application. She also suggested adding who the agency's contact person will be that is in charge of turning in attendance sheets and how the agency will report attendance issues. The board agreed and reached a consensus to add this to the application.

Mr. Rintz handed out an article from the One Voice for Volusia, Community Agenda Snapshot for Volusia and Flagler Counties from September 2015. The article on page 24 discussed the lack of reading achievement for 3rd grade students in Volusia County. The article stated that only 55% of 3rd grade students in Flagler and Volusia Counties scored a 3 or above in the FCAT 2.0 reading in 2014. Students that score in Achievement Levels 3, 4, and 5 in reading or mathematics are considered on grade level, proficient, or advanced and this is important because reading achievement scores are the academic measure of students skills and indicators of overall school achievement. Mr. Rintz also discussed free summer reading camps that are provided by the school board for 4 weeks. Mr. Rintz was concerned that parents are choosing our summer camp over the summer reading camps. He felt we were inadvertently providing a barrier for kids to go to reading camp. Mr. Rintz would like to see the summer reading camps and our summer camp programs integrated.

Dr. Mullins asked if children are required to attend the full 8 weeks for our summer camps. Ms. Scott stated that no, they are not required and some children do attend our camp for 4 weeks and then the summer reading camp for 4 weeks. Mr. Hinson, Recreation Supervisor for Volusia County Parks and Recreation also stated that the County did do a joint camp with the summer reading camps at Holly Hill Middle School three years ago and that the attendance for camp went down 65% during this time and they had to end the program the next year.

There was more discussion among the board and providers on this topic and ultimately there is a desire to make changes perhaps for next year's program, however, no changes were made at this time.

Mr. Rintz requested that staff work with the school board to see what can be done for next year's program and what cooperative efforts can be made to integrate both the reading camps and the summer camps. Ms. Roth suggested that Mr. Rintz bring in the reading specialist that works with the school board to further discuss this issue for future summer camps.

The board moved on to discuss the summer camp provider application. The board reached a consensus that question 5 should be changed to read that providers must agree to retain at least 20 scholarship children per site to be considered for funding based on the earlier motion made. A question asking to list the primary point of contact and secondary point of contact for the agency, as well as describing the method in which the agency will provide weekly attendance sheets and all other required documentation should be added after question 5 on the application. Next, Ms. Roth made the suggestion that agencies should be required to also participate in the summer food program. Discussion ensued at length regarding this suggestion. The board reached a consensus to change question 10 to ask if the agency is participating in the summer food program. In addition, if the answer to question 10 is no, then there is a follow up question that asks how food is provided to the children during summer camp.

Ms. Mills-Benat asked if there are additional costs for the field trips offered. Ms. Scott advised that either the parent is responsible for covering the cost of the field trip or the agency includes the cost of the field trips in their fee for the camp. The board went on to discuss the types of field trips agencies have taken in the past and how to change the question regarding field trips. Ms. Roth suggested adding a column for the purpose of the field trip on question 11 and the board agreed.

Ms. Scott discussed with the group whether a special provision for special needs children would again be included this year. Last year there was one special needs camp and the age limit for that camp could go up to age 17. Ms. Mills-Benat suggested raising the age limit to either 18 or 19 for special needs children. Mr. Hinson advised that for their camps, special needs children are still able to attend camp as long as they are able to function in a group and do not need one on one care. The board reached a consensus that a special provision would be included for camps serving only special needs children that they may accept applicants currently enrolled in school, up to and including high school.

Ms. Bagley asked what kind of background or training did the agencies' staff have. Discussion ensued regarding this question and the board reached a consensus to request the qualifications and/or training of staff in question 13.

The board went on to extensively discuss the scoring rubric. Ms. Roth advised that the rubric follows the questions asked on the application and that the board was to use the rubric to decide a minimum score for funding the agencies applying to be providers for summer camp.

Scoring Rubric Questions:

- 1. How many years have you been providing summer camp?**

Question was eliminated.

- 2. How many children do you propose to serve in the entire summer camp program?**

Question was changed to, "How many scholarship children does the agency propose to serve per site in the entire summer camp program?"

- 3. At how many sites will you provide summer camp?**

Question was eliminated.

4. Is there an indoor shelter area for inclement weather?

Question was changed to, "Is there an indoor shelter area for inclement weather at all sites?"

5. How many field trips are planned?

Question was eliminated.

6. Are field trips free?

Question was eliminated.

7. Is the area you plan to serve an underserved area?

Question was changed to, "Does the agency plan to serve geographically underserved areas?"

8. Does the agency receive funding from the county for summer camp, if so, how much?

Question was not changed.

The board also reached a consensus to add the following questions to the rubric:

1. How many field trips are offered?
2. How many geographically underserved areas does the agency plan to serve?
3. Did the agency identify a primary and secondary point of contact?
4. Did the agency provide the child to staff ratio?
5. Does the agency provide breakfast?
6. Does the agency provide lunch?
7. Does the agency provide snacks?
8. Does the agency provide staff training?

Ms. Mills-Benat made a motion to approve the updated application and scoring rubric. The motion was seconded by Ms. Bagley and was passed unanimously.

Item 3- Tentative timeline for summer camp

Ms. Scott briefly discussed the timeline for summer camp and the responsibilities of staff and the board. Ms. Scott advised that staff would now work to make the changes suggested by the board on the criteria, private provider application and scoring rubric. The NOFA and private provider application will be posted on the Volusia County website this Friday and there is a workshop scheduled for private providers on Tuesday, January 17, 2017 at the Volusia County Thomas C. Kelly Administration Center, located at 123 W. Indiana Ave., DeLand, FL 32720. Mr. Rintz expressed interest in attending the workshop and Ms. Scott advised this would be ok but to keep in mind the Florida Sunshine Laws. Mr. Rintz made a motion to make the workshop mandatory for private providers. The motion was seconded by Dr. Mullins and was unanimously approved. The private provider application will be due by Wednesday, January 25, 2017 and the board will receive the private provider applications for review and scoring on Friday, January 27, 2017.

Discussion by board members of matters not on the agenda

Ms. Roth discussed the upcoming contingency funding process. She advised the board that a meeting should be scheduled to discuss expanding the scope of the contract for basic needs services for homelessness for future funding. The board reached a consensus to meet on March 14th at 1:30 P.M. When the location of the meeting is determined, Edina will email the board this information.

Ms. Roth advised the board that during their April meeting they will be voting for a chair and co-chair for the board. Ms. Scott let the board know that the County Manager's office recently mailed term expiration letters to all of the board members.

Mr. Rintz advised the group that he will be unable to attend the August 8th meeting and asked if this meeting could be re-scheduled. Ms. Scott advised that the board had already voted on the meeting schedule and that there were not enough board members present to vote again as Dr. Mullins had to leave the meeting. Ms. Roth advised that at the July meeting the board could vote to accept Mr. Rintz's scores for the JAG applications even if he was not able to attend the meeting.

The meeting was adjourned at 4:02 PM.

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