

**Minutes**  
**Children and Families Advisory Board**  
**Tuesday, July 9, 2019**  
**IFAS Volusia County Extension Services**  
**Agriculture Auditorium**  
**3100 E. New York Ave., DeLand**

**Board Members**

Dr. Kadie Hayward Mullins, Chair  
Carrie Baird, Vice-Chair  
Karen Bagley  
Dr. Mary Bruno  
Kevin Connolly  
Joyce Cusack  
Alicia Gordon  
Marjorie Johnson  
Dr. Tammy Ryan

**Staff**

Diana Phillips, Manager  
Housing and Grants Administration  
Corry Brown, Special Projects Coordinator  
Jill Marcum, Grants Coordinator

Dr. Mullins called the meeting to order at 1:31 p.m. and Corry Brown called the roll. Alicia Gordon and Marjorie Johnson were not present at the time of roll call. Marjorie Johnson arrived at 1:40 p.m. There was a quorum.

Dr. Mullins introduced guests in attendance, Marisol Bahena from the Health Department and Jason Althouse from Veteran Services, both participants in the Community Services Inclusionary Leadership Training (ILT) program. She also introduced Carmen Hall, Community Assistance Director.

**Public Participation**

Joe Sullivan, Chief Professional Officer, Boys & Girls Club of Volusia/Flagler Counties, presented the Board with a copy of the 2018 annual report and thanked them for their support.

**Item 1 – Minutes**

Dr. Mary Bruno made a motion to approve the minutes of April 9, 2019. The motion was seconded by Karen Bagley. The motion passed unanimously.

**Item 2 – Contingency agency presentations**

Dr. Mullins stated that the board would hear from the contingency funding applicants. She reviewed the Request Statement of Qualifications (RSQ) service categories and reminded the board that agencies falling within those categories were not eligible for the Contingency program funding.

**Beverly Johnson, President/CEO Easterseals Northeast Central Florida**, briefly reviewed the program application submitted for Contingency funding. She explained that the program would provide scholarships for families without the funds or insurance necessary to participate in the programs they need.

Mr. Connolly asked Ms. Johnson to elaborate on what she meant by scholarships. Ms. Johnson explained that in this case it meant a program that would subsidize the program costs.

**Mary Cortez, Director, VCan 2020**, gave a brief presentation regarding a new program within Food Brings Hope. She described the mission of VCan 2020 informing the board that the program was created to provide

initial aide to those waiting to get into a shelter. The program also helps people get drivers licenses and social security cards so that they can apply for aid.

Karen Bagley asked how they stopped people from taking advantage of the program. Ms. Cortez explained that it was a short term program and that most participants had already been vetted by the larger agencies.

Joyce Cusack stated that she could see that there was a gap in service and felt the program would be a good way to fill the gap.

Ms. Johnson asked how the program would reach the needy. Ms. Cortez stated that they were using social media, events, billboards and that they had a helpline.

Mr. Connolly stated that he liked the idea of being able to provide immediate help.

Ms. Bagley asked how the organization kept track of the people they helped. Ms. Cortez explained that they used the Homeless Management Information System (HMIS).

**Steve Parris, Community Health and Outreach Supervisor, Halifax Healthy Communities**, gave a presentation describing the Healthy Communities program and the need for the swimming lessons provided by the program. He spoke about the partnerships with the City of Daytona Beach and the local YMCAs, telling the board that during the previous year 150 children had taken lessons at the Daytona Beach Cypress Pool and 650 had participated through the YMCA.

Ms. Cusack expressed concern about the west side of the county. Mr. Parris agreed with her concern explaining that Healthy Communities had attempted to partner with the City of DeLand, but it had not been productive.

Ms. Johnson expressed concern that information regarding the swimming lessons was not reaching the public and stated that they needed more advertising.

**Bill Hinebaugh, Executive Director, Volusia Literacy Council**, gave a brief presentation describing the Adult Literacy program. He stated that without the support from CFAB the program would not exist, explaining that this program was one of the catalysts for the Contingency funding. Ms. Bruno confirmed that they were one of the reasons for creating the grant program.

Ms. Johnson asked if the council worked with the library system. Mr. Hinebaugh stated that the libraries provided free space for the lessons.

### **Item 3 – Contingency funding for fiscal year 2019-20**

Ms. Bruno informed the board that she would abstain from voting on VCan 2020 due to involvement with the program. As required by law, Form 8B Memorandum of Voting Conflict has been completed and attached to these minutes

Ms. Bagley disclosed that she had been involved with Food Brings Hope in the past, however it had been over a year ago so she would still vote.

Dr. Mullins reminded the board that Contingency funding is for programs that do not fit within the service categories of the RSQ program. She then named the categories for clarification.

Ms. Bagley stated that VCan 2020 provides emergency food, which is a part of the RSQ, however they do fill a niche that is needed. Carrie Baird stated that she thought VCan 2020 was an excellent program but that it should be part of the RSQ and not Contingency.

Ms. Cusack explained that she felt it did fit because it targets a group of people that were not being served at this time. Mr. Connolly expressed his agreement with Ms. Cusack stating that VCan 2020 provides an immediate service which is unique. Ms. Johnson agreed.

Ms. Cusack made a motion to include VCan 2020. The motion was seconded by Ms. Johnson. The motion passed 4 to 3 with Dr. Bruno abstaining.

Corry Brown, Special Projects Coordinator, explained to the board that part of staff scoring included performing a monitoring of the previous year's program. Since VCan 2020 is a new applicant staff was unable to do a monitoring, which caused the staff score to be extremely low.

Ms. Bagley made a motion to omit staff scoring for all applicants. The motion was seconded by Ms. Bruno. The motion passed unanimously.

Ms. Bagley stated that VCan 2020 does not have proof of registration with the Florida Department of Agriculture and Consumer Affairs for Solicitation of Contributions. Dr. Mullins said that if approved for funding they would be required to provide proof of registration.

Ms. Baird made a motion to set the minimum score at 70%, The motion was seconded by Ms. Cusack. The motion passed unanimously. The board turned in their completed score sheets.

#### **Establish funding distribution scenario**

Ms. Brown compiled the scores and noted that all four programs met the minimum score.

Dr. Bruno made a motion to fund Direct scholarships for Underinsured, Uninsured and Underfunded Children at \$30,000, Safe Kids Swimming Lesson Scholarships at \$10,000, Adult Literacy at \$32,207 and VCan 2020 at \$7,360, with the understanding that if they do not provide proof of registration with FDA those funds will be split between the Direct scholarships for Underinsured, Uninsured and Underfunded Children program and the Adult Literacy program. The motion was seconded by Ms. Johnson. The motion passed unanimously.

#### **Item 4 – Discussion of RSQ service categories**

Dr. Mullins announced that it was time to revamp the RSQ categories. She explained that in the past the categories had been developed through studies, workshops and surveys.

Diana Phillips, Community Assistance Housing and Grants Manager, told the board that the lead agencies would be presenting information about their programs and explain any changes they would like to make for the FY 19/20 RSQ contracts at the August 13th meeting. After hearing from the agencies the CFAB would need to decide how to move forward.

Ms. Baird stated that the last time the service categories were developed the board held stakeholder meetings. Ms. Phillips affirmed and said that they also had a series of workshops to identify the top five priorities. Ms. Phillips suggested that this time the board might want to discuss things that they do not want to fund, explaining that there are a lot of health issues that now have other funding sources.

Dr. Bruno made a motion to form a subcommittee to create a plan of action prior to the September meeting. The motion was seconded by Ms. Johnson. The motion passed unanimously.

Dr. Mullins asked for volunteers to serve on the subcommittee. Mr. Connolly, Dr. Ryan, Ms. Baird and Dr. Mullins volunteered to serve.

**Item 5 – Discussion of current board schedule for fiscal year 2018-19**

Dr. Mullins stated that the draft board schedule was provided and asked for input.

Ms. Johnson made a motion to approve the additional two meetings for the proposed 2018/19 schedule. The motion was seconded by Ms. Baird. The motion passed unanimously.

**Item 6 – Development of board schedule for fiscal year 2019-20**

Dr. Mullins introduced the board schedule for the upcoming fiscal year.

Dr. Bruno made a motion to approve the 2019/20 schedule. The motion was seconded by Ms. Johnson. The motion passed unanimously.

There being no further discussion, Ms. Johnson made a motion to adjourn. The motion was seconded by Ms. Cusack. The motion passed unanimously.

The meeting was adjourned at 3:16 p.m.