



**Minutes
Children and Families Advisory Board
Tuesday, March 10, 2020
Edgewater Public Library
103 W. Indian River Blvd., Edgewater**

Board Members

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

Staff

Diana Phillips, Operations Manager
Brittany Louis, Grants Planner
Edina Toth, Grants Coordinator

Dr. Kadie Hayward Mullins called the meeting to order at 1:30 p.m. and Brittany Louis called the roll. Karen Bagley was absent and Peter Migner arrived after roll call. There was a quorum.

Dr. Mullins introduced the new CFAB liaison, Edina Toth and new CFAB member, Peter Migner.

Public Participation

Joe Sullivan, Executive Director for the Boys and Girls Club provided a brief update regarding their Annual Report for 2019. Mr. Sullivan also thanked the board for their continued support and great partnership. Board members and staff received copies of the Boys and Girls Club Annual Report.

Item 1 – Minutes

Marjorie Johnson made a motion to approve the minutes from the January 14, 2020 meeting. Dr. Joyce Cusack seconded the motion and it passed unanimously.

Item 2 – RSQ Service Category Revisions

Diana Phillips reviewed the RSQ Risk Factors and Scopes of Work document. This document included the current RSQ risk factors and scopes of work as well as the proposed changes based on comments compiled from the sub-committee meetings and board members' input. The document also included whether or not the proposed changes would result in an increase, decrease or no change to the level of services provided.

Ms. Phillips advised that the non-school hours services and services for adolescents categories

had been combined into one new category, youth development services.

Additionally, she advised that the affordable quality childcare category is not part of the RSQ process. The County considers this category to be a special contract that will not go through the formal procurement process. Only one organization provides these services and the contract associated with the RSQ service categories is not something that this agency can sign because there is certain language in the contract that the agency cannot adopt.

Staff recommended removing Sickle Cell Disease from the RSQ process and awarding this category as a special contract instead. The County may be able to contract with agencies located in particular areas that have high community group attendance and provide direct outreach and educational services in those areas. These areas may include Spring Hill, Midtown Cultural Center and the Babe James Center.

Public Participation

Dee Zervas, Program Director for Healthy Start spoke briefly to express her support for the CFAB reconsidering Sickle Cell funding as a special contract. Healthy Start has worked with a number of other community agencies to establish a health equity zone in Midtown in Daytona Beach, which will be a huge resource for identifying individuals needing services.

Item 2 Continued – RSQ Service Category Revisions

Carrie Baird and Dr. Cusack asked for clarification on the decisions the board would need to make today.

Ms. Phillips explained that we are providing funding as match to the agencies and that the CFAB could recommend changes to funding allocations.

Ms. Phillips then explained the funding scenario document and the returned funds document.

Dr. Mullins advised the CFAB that they would review each RSQ service category's risk factors and scope of work as well as the proposed changes. Dr. Mullins suggested that if the Board approved of all the proposed changes they could make one motion at the end of the discussion to accept all the changes.

Lengthy discussion ensued by the Board on each RSQ service category and these were the proposed changes:

- Reduce the service categories from nine to five
- The reduction combined current service categories, and broadened the scope of services without eliminating services
- Sickle Cell services removed from the RSQ process and awarded as a special contract
- Affordable quality child care remains as a special contract due to the implementing agency's contractual requirements of its state funder
- Eliminate the case management and staff development category, re-allocate funding to other service categories
- Combine services for adolescents and non-school hour services for school age youth into a new category, youth development services
- Components of the pre-natal support and care category combined into the family support and services category and the basic needs category

Ms. Johnson made a motion to approve the changes to the revised scopes of work and risk factors for the RSQ service categories. Ms. Baird seconded the motion and it passed unanimously.

Next, the CFAB reviewed the RSQ service categories proposed funding allocations for 2020/2021. The total anticipated funding allocation for the RSQ service categories was \$1,931,500.

Discussion ensued by the Board on the proposed funding allocations. Dr. Bruno made a motion to increase the allocation to the Sickle Cell special contract to \$15,000. Ms. Johnson seconded the motion.

Further discussion ensued. Carrie amended the motion to approve the proposed funding recommendations and re-allocate the \$91,476 from the eliminated case management and staff development category as follows: \$5,045 to Sickle Cell Disease special contract and distribute the remaining funds equally between those service categories that receive less than 10% of total funding allocation (services for persons with disabilities, services for seniors and affordable quality child care). Peter Migner seconded the motion and it passed unanimously.

The CFAB proposed and approved the following funding allocations for FY 2020/21:

Special contracts

- Sickle Cell Disease - \$15,000
 - Increased by \$5,045
- Affordable quality childcare – \$219,385
 - Increased by \$28,811
- Services for persons with disabilities - \$197,065
 - Increased by \$28,810
- Services for seniors - \$181,270
 - Increased by \$28,810
- Youth development services - \$571,724
 - Combined services for adolescents and non-school hour services for school age youth categories
- Family support and services - \$438,323
 - Combined family support and services and pre-natal support and care
 - \$95,287 from pre-natal support and care
- Basic needs services - \$308,733
 - Combines basic needs services and pre-natal support and care
 - \$95,288 from pre-natal support and care

* The funds previously allocated to the eliminated case management and staff development category were re-allocated as follows (\$91,476):

- Moved \$5,045 to Sickle Cell Disease special contract
- Divided remaining \$86,431 and equally between the three service categories (services for persons with disabilities, services for seniors and affordable quality child care) that currently receive less than 10% of total funding allocation

Dr. Mullins thanked Ms. Baird for chairing the sub-committee and for her and Dr. Ryan's hard work on the sub-committee.

Item 3 – Summer Camp Evaluation Criteria for Providers

Brittany Louis reviewed the CFAB proposed requirements for providers as well as the staff comments on the proposed requirements. Ms. Louis recommended that proposed requirements #2 (agency has confirmed location(s) which are adequate to provide a safe environment for campers) and #13 (the agency ensures parents/guardians have access to their camper at all times, as needed) be eliminated. The State of Florida has no entity or agency that currently regulates summer camps. Parents have the ultimate responsibility for choosing a camp location that they feel provides a safe environment. Additionally, because there is no regulation of summer camps, it is the summer camp providers responsibility to determine and grant access to parents to the children attending camp.

Ms. Louis advised the Board that there are additional recommendations by staff, #1-6, that are currently in place as evaluation criteria for summer camp providers. Staff also recommended to include "and times" to the CFAB's proposed suggestion #3 (the agency will offer camp during the required dates as determined by staff), acknowledging that exceptions may be made for special needs camps.

Ms. Baird made a motion to accept staff changes and recommendations to the summer camp provider criteria. Dr. Cusack seconded the motion and it passed unanimously.

Dr. Mullins reminded the Board that they will still review and score summer camp provider applications and that with these approved changes it will be more of a validation process rather than a scoring process.

Item 4 - Discussion by Board Members of Matters not on the Agenda

Ms. Johnson asked when the next election for the Board chair and vice chair would take place. Ms. Phillips advised this could be put on the agenda for the next CFAB meeting on April 14, 2020.

Item 5 - Items for Staff Discussion

Staff advised that several libraries on the East side of the County were contacted to see if there was availability to hold the remaining CFAB meetings in these locations, as per the request of the Board. The libraries currently had little or no availability for the remaining meeting dates. Discussion on meeting locations ensued. No changes were made to locations for the remaining meetings at this time.

Adjournment

Meeting adjourned at 2:43 p.m.