

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

September 21, 2023 Council Meeting

2300 High Ridge Road, Boynton Beach, FL 33426

MINUTES

Present (in person):

Mike Burke

Vincent Goodman

Jose Luis Rodriguez

Robert Shea

Tom Weber

Excused

Alexandria Ayala; Sara Baxter; Thomas Bean; Kathleen Kroll

1. Call to Order

Vice Chair Rodriguez called the meeting to order at 4:33 pm.

- A. Invocation - Led by Vince Goodman
- B. Pledge of Allegiance
- C. Presentations – N/A

2. Minutes

- A. August 7, 2023 Council Meeting Minutes **1**

Recommendation: I recommend the Council approve the Minutes of the August 7, 2023 Council Meeting as presented.

A motion by Goodman/Weber to approve the Minutes of the August 7, 2023 Council Meeting as presented, was approved by unanimous vote.

- B. September 11, 2023 TRIM Hearing **2**

Recommendation: I recommend the Council approve the Minutes of the September 11, 2023 TRIM Hearing as presented.

A motion by Weber/Goodman to approve the Minutes of the September 11, 2023 TRIM Hearing as presented, was approved by unanimous vote.

- C. Ratification of Actions Taken at the August 7th and June 20th, 2023 meetings

Vice-Chair Rodriguez reminded that Council that due to the rescheduling of the June and August

meeting there was not enough time to effectuate statutory notice as such actions taken at those meetings need to be ratified by the Council.

Recommendation: I recommend the Council ratifies all actions taken at the meeting on August 7, 2023 and the meeting on June 20, 2023.

A motion by Goodman/Burke ratifying all actions taken at the meetings on August 7, 2023 and the meeting on June 20, 2023 as presented, was approved by unanimous vote.

3. Public Comment – Agenda Items

There were no public comments.

4. Council Committees:

- **Human Resources Committee – N/A**
- **Finance Committee – N/A**
 - Vice Chair Rodriguez stated that the Finance Committee met on September 11, 2023 but did not take any votes for recommendations. The Committee reviewed the following:
 - Minutes from August 3, 2023 Finance Committee meeting
 - Financial Statements for the period ending July 31, 2023
 - Administrative change to Resolution #23-016 – Auditor Engagement Policy

A motion by Weber/Burke to approve the items listed above as presented was approved by unanimous vote.

- The following items were discussed at the Finance Committee meeting, no action is needed.
 - Monthly Investment Report for the period ending July 31, 2023
 - Annual Review of Fund Balance Policy
 - TRIM Packet for the 1st TRIM Hearing on September 11, 2023 (tentative millage rate and budget – approved by the Council at First TRIM Hearing)

5. Consent Agenda

1. Additions, Deletions, Substitutions
2. Items to be pulled from Consent Agenda
3. Adoption of Consent Agenda and walk-in Warrants List

General Counsel Debra Gotlib stated that item 5B(3) agenda item summary mistakenly shows this item as 5B(1) and it was noted that the agenda item should be changed to reflect this change.

A motion by Goodman/Burke to approve the Consent Agenda, including the Warrants List and Walk-In Warrants List as presented, was approved by unanimous vote.

A. Program

- 1. Resolution #23-025 Authorizing a Waiver of Procurement and an Agreement with Florida Atlantic University Board of Trustees (FAU) on behalf of the Small Business Development Center for Capacity Building Supports 3

Recommendation: I recommend the Council approve Resolution #23-025, authorizing a waiver of procurement and authorizing the Chief Executive Officer to execute an agreement with FAU on behalf of the Small Business Development Center for organizational capacity building supports, for the period October 1, 2023 through September 30, 2024, in an amount not to exceed \$85,000, subject to the Council’s final approval of the 2023-2024 millage rate and budget.

- 2. Resolution #23-026 Authorizing a No-Cost Contract Extension with Philliber Research Evaluation for Evaluation of “What Works” in Healthy Beginnings System (HBS) 4

Recommendation: I recommend the Council approve Resolution #23-026 authorizing the Chief Executive Officer to enter into a no-cost extension agreement with Philliber Research Evaluation through June 30, 2024, to complete the final analysis and dissemination of the Healthy Beginnings evaluation findings.

- 3. Charge for Late Background Screen – Healthy Families Program 5

Recommendation: For informational purposes only; no action required.

B. Business

- 1. Resolution #23-027 Authorizing a Waiver of Procurement and Agreement with Svanaco, Inc. DBA AmericanEagle.com for the Redesign and Enhancement of EveryParentPBC.org 6

Recommendation: I recommend the Council approve Resolution #23-027 authorizing a waiver of procurement and authorizing the Chief Executive Officer to enter into an agreement with Svanaco, Inc. DBA AmericanEagle.com, for the enhancement of EveryParentPBC, for the period October 1, 2023-September 30, 2024, in an amount not to exceed \$112,000, subject to the Council’s final approval of the 2023-2024 millage rate and budget.

- 2. Resolution #23-028 Authorizing a Waiver of Procurement and Agreement with 7 Mutual Mobile, Inc. for the Redesign and Enhancement of the EveryParent Apps

Recommendation: I recommend the Council approve Resolution #23-028 authorizing a waiver of procurement and authorizing the Chief Executive Officer to enter into an agreement with Mutual Mobile, Inc., for the redesign of the EveryParent apps, for the period October 1, 2023September 30, 2024, in an amount not to exceed \$443,000, subject to the Council’s final approval of the 2023-2024 millage rate and budget.

- 3. Resolution #23-022 and Exhibit “A” – 2023-2024 CSC Funding Allocations 8

Recommendation: Subject to the final approval of the 2023-2024 CSC Millage Rate and Budget, I recommend the Council approve Resolution #23-022 for CSC program fundings as outlined in the attached Exhibit “A”.

- 4. Warrants List 9

Recommendation: I recommend approval of the current Warrants List, in accordance with the established budgets for each of the expensed items, as presented.

C. Proclamations – N/A

6. Non Consent Agenda

- A. Program – N/A
- B. Business – N/A
- C. Proclamations – N/A

7. Walk-In Items – N/A

8. Chief Executive Officer’s Report

The CEO reviewed highlights from her report.

9. Legal Reports – N/A

10. Public Comment – Non Agenda Items

No public comments.


11. Council Comments

Vince Goodman thanked the police officer that was present at the meeting.

12. Adjournment

The Council meeting adjourned at 4:43 pm.

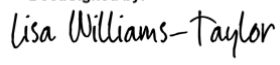
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Thomas Bean, Chair

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Lisa Williams-Taylor, Ph.D., Chief Executive Officer