

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

April 25, 2019 Council Meeting – 4:30 p.m.

Agenda

Agenda Item:

Reference #:

1. Call to Order

A. Invocation

B. Pledge of Allegiance

C. Presentations

1. Presentation of TMW – Michelle Gross, Ph.D., Director of System Performance, Jennifer Muñoz, Program Officer; Katie Dealy, Chief Operating Officer, TMW Center for Early and Public Health; Kristin Leffel, Director, TMW Research Operations and Strategic Innovations.
2. Presentation of Strong Minds Evaluation – Jennifer Coleman, System Performance Lead; Kim Lu, Evaluation Officer; Jianping Shen, Ph.D., WeEval, LLC.

2. Minutes

A. March 28, 2019 Council Meeting

1

Recommendation: I recommend the Council approve the Minutes of the March 28, 2019 Council meeting as presented.

3. Public Comment – Agenda Items

4. Council Committees:

- Finance Committee
- Personnel Committee – N/A

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

A. Program

1. Resolution #19-004 Authorizing Extension of Waiver for Counseling Services

2

Recommendation: I recommend the Council approve Resolution #19-004 waiving CSC's procurement policies and authorizing the Chief Executive Officer to enter into an agreement with Housing Partnership, Inc. dba Community Partners of South Florida and Children's Case Management Organization, Inc. dba Families First for the provision of mental health services in an amount not to exceed \$100,000 per agency effective October 1, 2019 through September 30, 2020.

2. The Institute for Child and Family Health, Inc. Late Fees

3

Recommendation: For informational purposes only; no action required.

- 3. Resolution #19-005 Authorizing Increase in Allocation of Prime Time's Afterschool Program Development Contract for STEAM 4

Recommendation: I recommend the Council authorize the CEO to execute a contract amendment to approve Resolution #19-005 for an increase of up to \$100,000 to the allocation of Prime Time's Afterschool Program Development contract in order to increase STEAM offerings by including robotics and STEAM camps for summer 2019. This will serve as a pilot for a larger year-round initiative that would consolidate and expand the disparate STEAM programs currently funded by the Children's Services Council of Palm Beach County.

- 4. Great Ideas Initiative Capacity Building Pipeline 5

Recommendation: For informational purposes only; no action required.

- 5. Early Termination of Dental Services Agreement 6

Recommendation: I recommend the Council approve Resolution #19-006 authorizing the Chief Executive Officer to execute an amendment approving the agreed upon early termination of the contract with District Clinic Holdings, Inc., d/b/a C.L. Brumback Primary Care Clinics, effective the earlier of (1) May 31, 2019, or (2) all CSC allocated funds (\$57,000 in total) have been expended.

- 6. Repurposing Organizational Under Expenditures 7

Recommendation: I recommend the Council approve Resolution #19-007 authorizing the use of under expenditures for child care and summer camp scholarships, as well as for the Great Ideas Initiative.

B. Business

- 1. Warrants List 8

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

- 2. Proposed 2019-2020 Annual Budget 9

Recommendation: For informational purposed only; no action required

- 3. Proclamation Declaring May 2019 as Teen Pregnancy Prevention Month 10

Recommendation: I recommend the Council approve this Proclamation to raise awareness and recognize May 2019 as Teen Pregnancy Prevention Month.

6. **Non Consent Agenda**

A. Business – N/A

B. For Informational Purposes Only – N/A

7. Walk-In Items

8. Chief Executive Officer's Report

9. Legal Reports

1. Annual Financial Statement Filing – Reminder: Mailed out by Commission on Ethics in mid to late May, Due July 1st

10. Public Comment – Non Agenda Items

11. Council Comments

12. Adjournment



Center for Early Learning
+ Public Health

Community Wide Demonstration Project
CSC Council Presentation

Katie Dealy and Kristin Leffel
TMW Center for Early Learning + Public Health

April 25, 2019

TMW Center: What We Do and Why

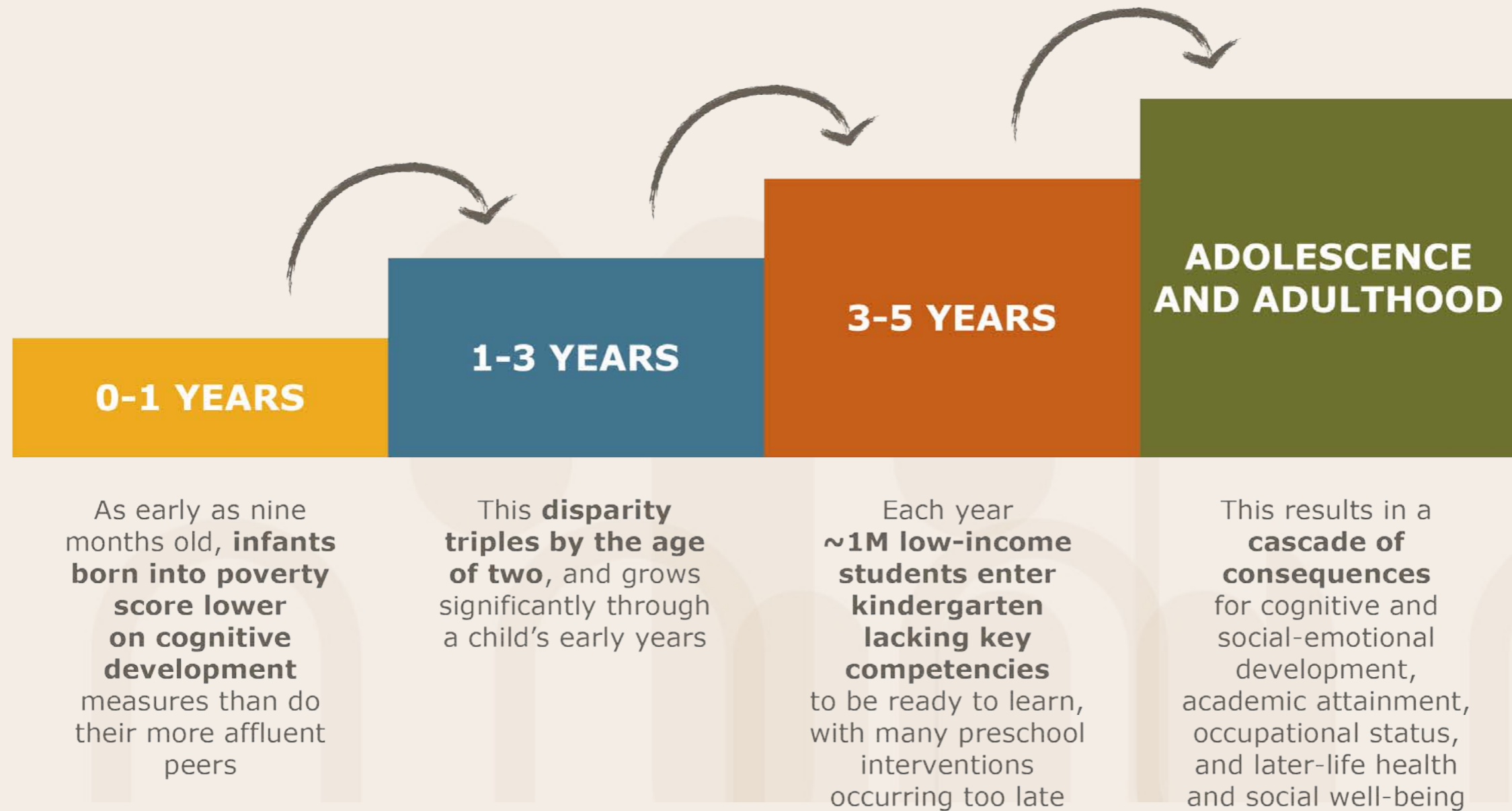
We work to **empower parents and caregivers with tools and supports they need to foster the healthy development of their children's brains, beginning at birth.**

Essentially, we develop and test evidence-based interventions and use the scientific process to learn constantly about what works and what doesn't.

We seek partnerships with others who share a similar vision – others who want to empower parents and see more young children thrive.



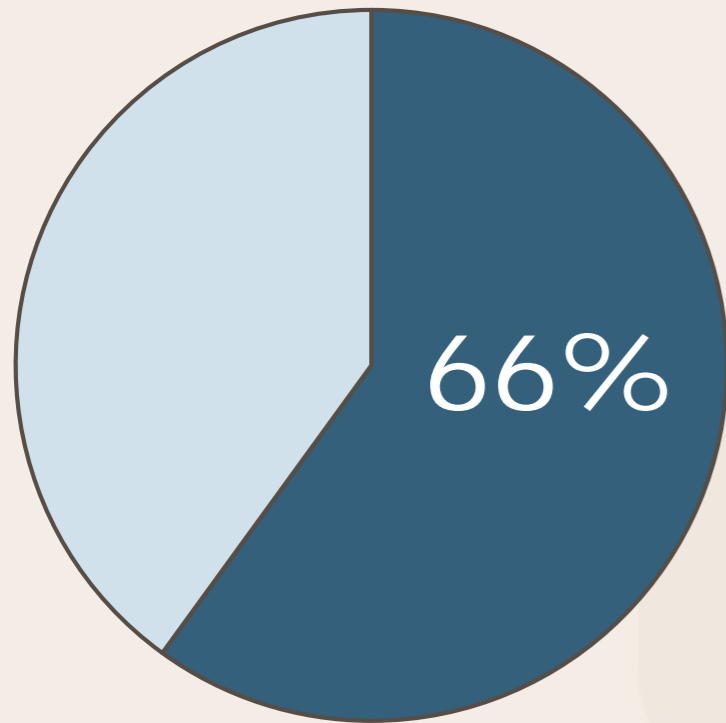
Differences in foundational brain development start early and accrue over time



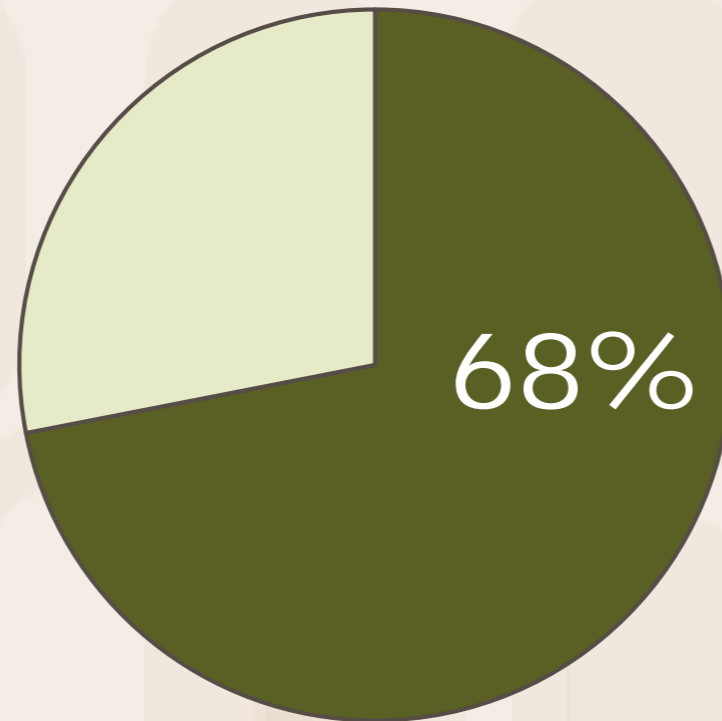
Sources: Halle, T., Forry, N., Hair, E., & Perper, K. (2009). Disparities in Early Learning and Development: Lessons from the Early Childhood Longitudinal Study - Birth Cohort (ECLS-B); Executive Summary, (June). Forget-Dubois, N., Dionne, G., Lemelin, J.P., Perusse, D., Tremblay, R.E., Boivin, M. Early child language mediates the relation between home environment and school readiness. *Child Dev.* May-Jun 2009;80(3):736-749. Schoon, I., Parsons, S., Rush, R., & Law, J. (2010). Childhood Language Skills and Adult Literacy: A 29-Year Follow-up Study. *Pediatrics*, 125(3), 459-e466. <http://doi.org/10.1542/peds.2008-2111>.



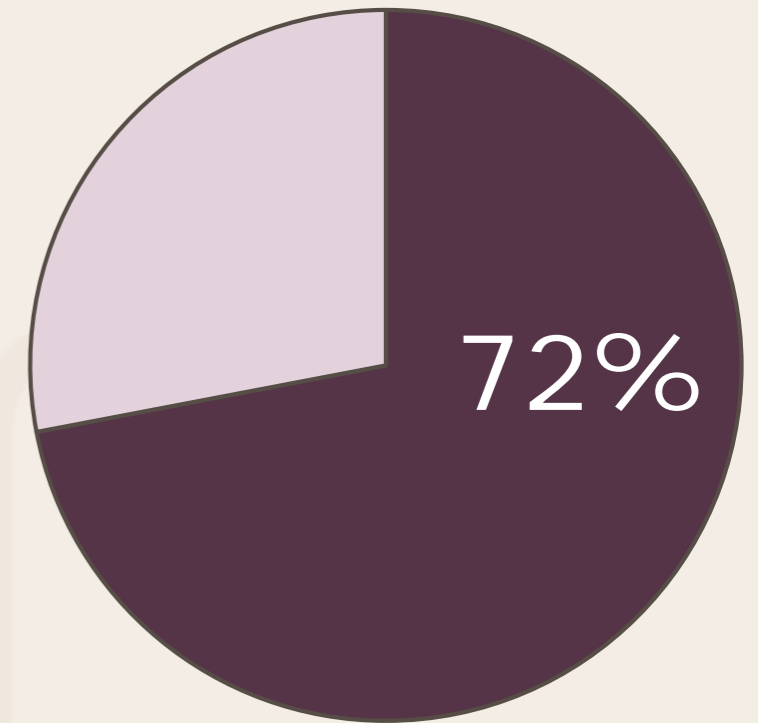
SPEAK Knowledge at 1 Month



Believed infants learn little about language in the first 6 months of their life



Unaware that infants benefit from early exposure to number/counting, shape/size, and match talk in first year



Had a misconception that watching educational TV is beneficial to young children's learning



Our Mission

**The TMW Center
for Early Learning +
Public Health aspires
to create a
population-level shift
in knowledge and
behavior of parents
and caregivers to
optimize foundational
brain development in
children, birth to five
years of age**



Tenets of TMW Center's Public Health Approach

- Focuses on prevention, rather than remediation
- Places parents and caregivers at the center of their children's education
- Employs a data-driven methodology
- Embeds science-based practices in existing early learning and public health systems
- Optimizes feedback-driven solutions at community and population levels



TMW Center's Strategic Priorities

- Develop evidence-based interventions and tools in early childhood
- **Demonstrate community-wide proof points**
- Advance the field
 - Advance the science of scaling
 - Catalyze the field of health, education, and social services leaders



Community-Wide Demonstration Project

- TMW Center will partner with a medium-sized US community to embed TMW's integrated set of evidence-based interventions in existing health, education, and community social service systems
- Goal: to reach at least 60% of children, birth to three, and their families within 5 years
- Critical to this is leveraging a technology platform to facilitate intervention at scale and drive innovation



TMW Center's Community-Wide Public Health Approach to Early Learning

Community Partnership
(Parent and Community Informed Programming, Community Engagement, and Public Awareness)



TMW Ambassadors
(TMW-Spread the Words)



Community-Wide Demonstration Project: A True Partnership

TMW Center will provide community with resources, including:

- **Training/technical assistance** to support partners' implementation of TMW interventions with fidelity
- **Coordinator** to coordinate across implementing partners and stakeholders throughout planning and implementation
- **Research capacity** from TMW Center to test and improve results at each stage of implementation

CSC will commit resources, including:

- **Implementation** of TMW interventions and data collection
- **Coordination** across implementing partners
- **Continuous learning** facilitated by regular communication between local partners and TMW Center
- **Technology** to implement TMW interventions (e.g. tablets, LENA devices)





Tune In

Talk More

Take Turns









Strong Minds Network Year 4 Evaluation Findings

4/25/2019

Overview of Presentation

- Strong Minds (SM) Overview
- Year 4 Evaluation Overview
- Evaluation Results
- Key Findings
- Year 5 Evaluation Design

Strong Minds Theory of Change

Supports

Child care programs

Child care practitioners

Children & families

Short Term Outcomes

Improving child care programs' learning environment

Improving child care practitioners' quality and practice

Improving family supports and parent involvement

Long Term Outcomes

Improving child learning and development

Impact

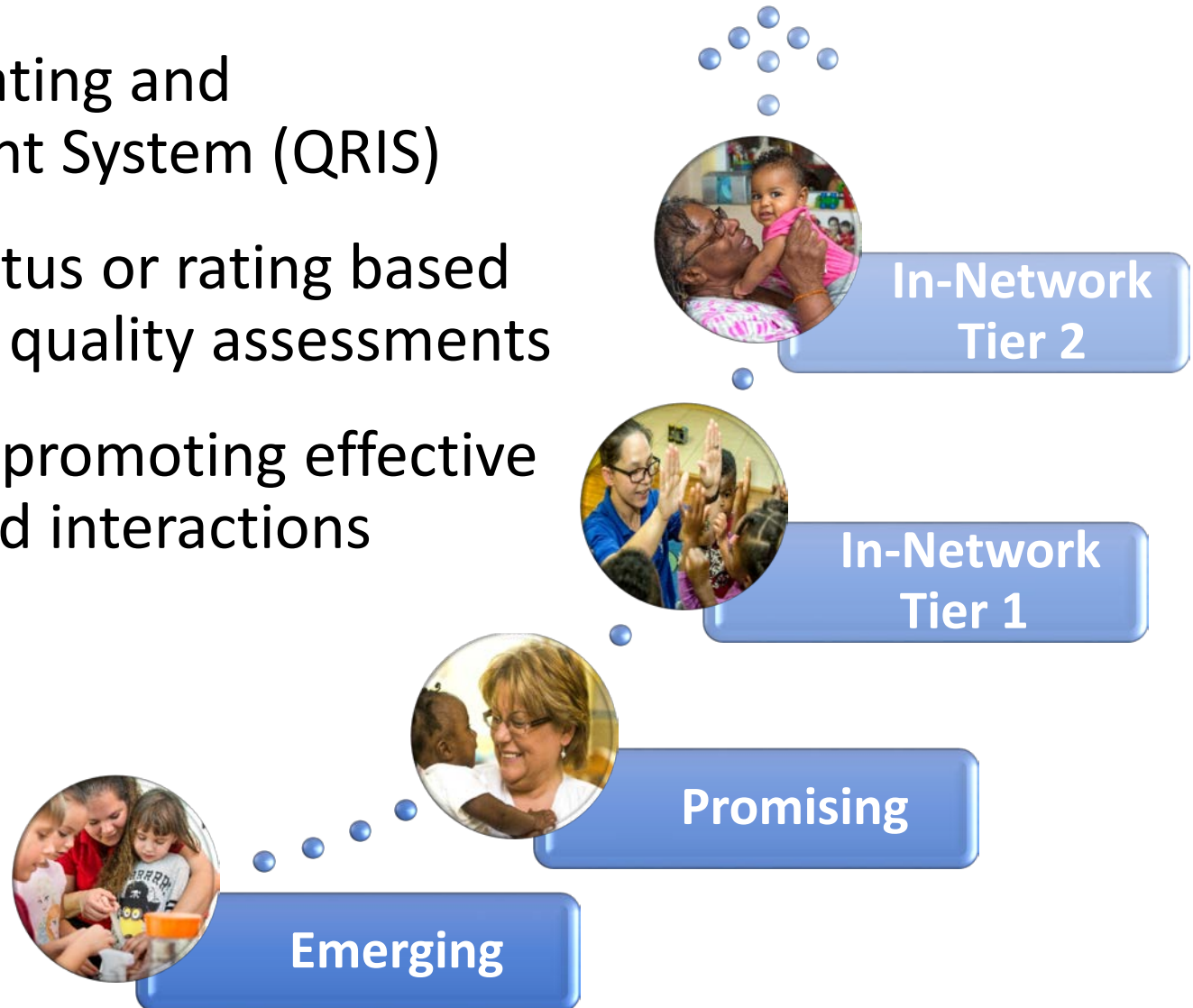
Children are ready for Kindergarten

Strong Minds Supports

- GOLD Online Child Assessment
- Professional Development
 - Career Advising
 - Scholarships
 - Salary Supplements
- Technical Assistance
- Financial Incentives

Strong Minds Network Status

- A Quality Rating and Improvement System (QRIS)
- Program status or rating based on program quality assessments
- Focused on promoting effective teacher-child interactions



Key Evaluation Questions

1. Who are the children and practitioners in Strong Minds?
2. How do key stakeholders perceive the effectiveness of Strong Minds' supports?
3. What is the impact of Strong Minds on child care programs?
4. What is the impact of Strong Minds on children?

Key Data Sources

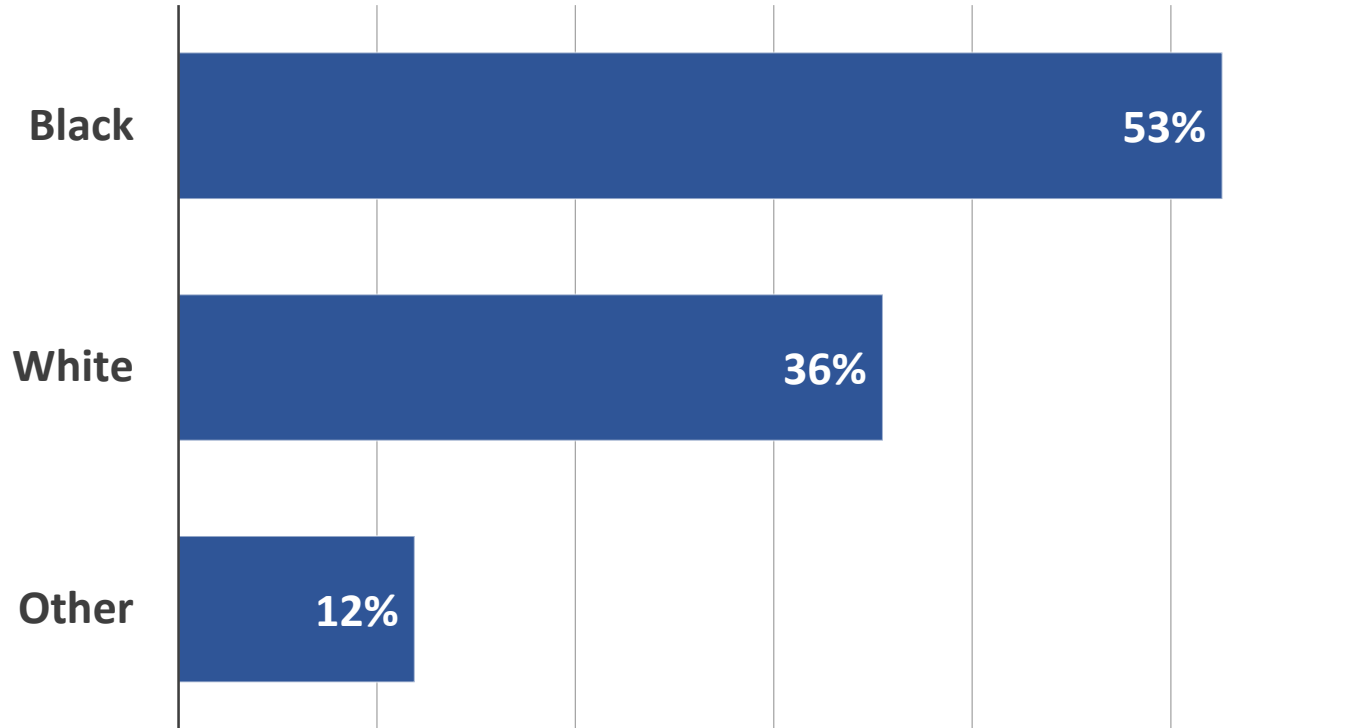
- Survey with Practitioners in SM
- Program Quality Assessment Tool
 - Classroom Assessment Scoring System (CLASS)
- Child Assessment Tools
 - Florida Kindergarten Readiness Screener – STAR Early Literacy (FLKRS-STAR)
- Program Activity Documentation and Archival Data

Question 1

Who are the children and
practitioners in Strong Minds?

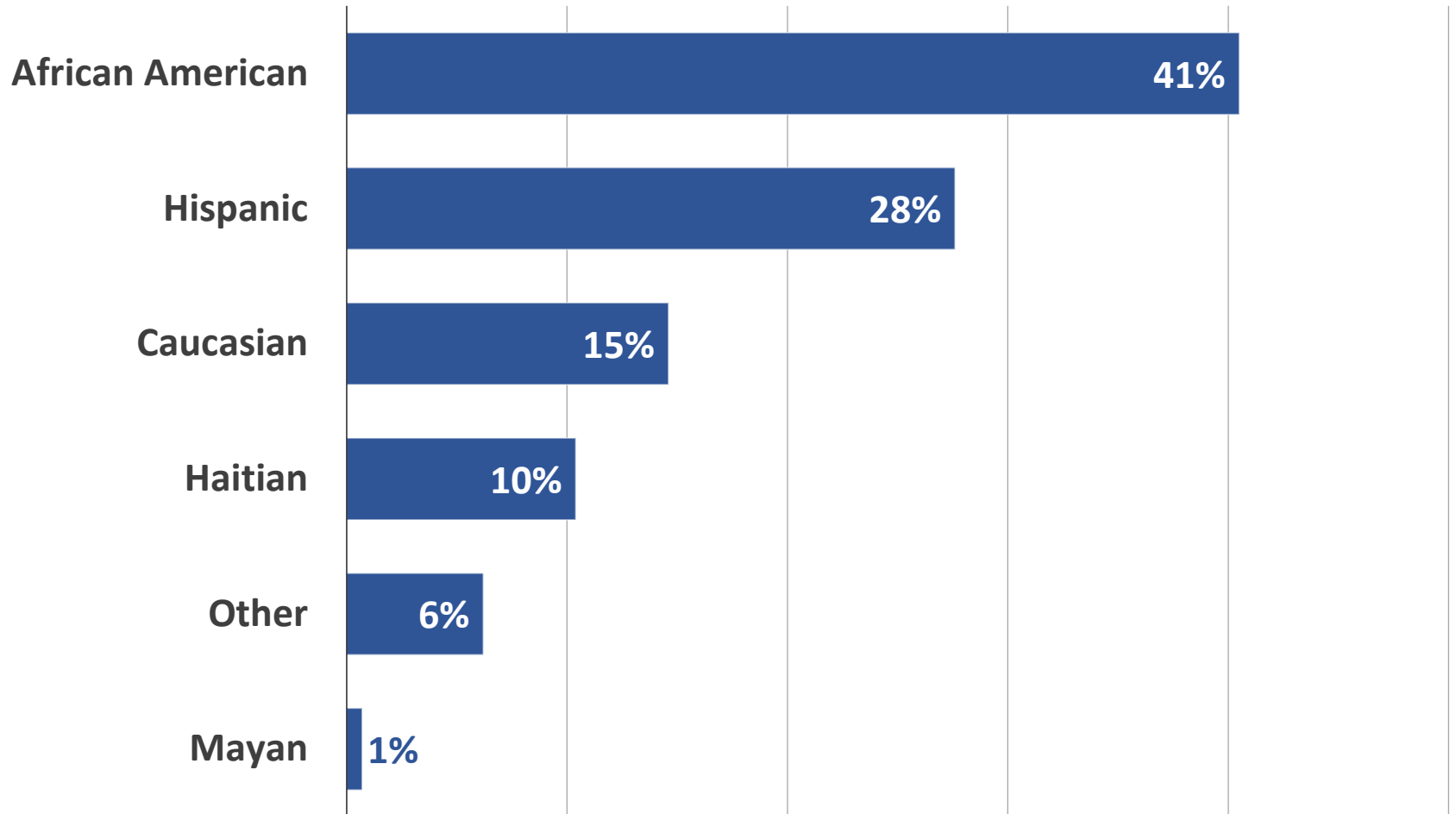


Children in SM by Race



Note: Demographics of children in SM were based on the 11,012 children who received public funds in FY2017-18.

Children in SM by Ethnicity



Note: Demographics of children in SM were based on the 11,012 children who received public funds in FY2017-18.

Practitioners in SM

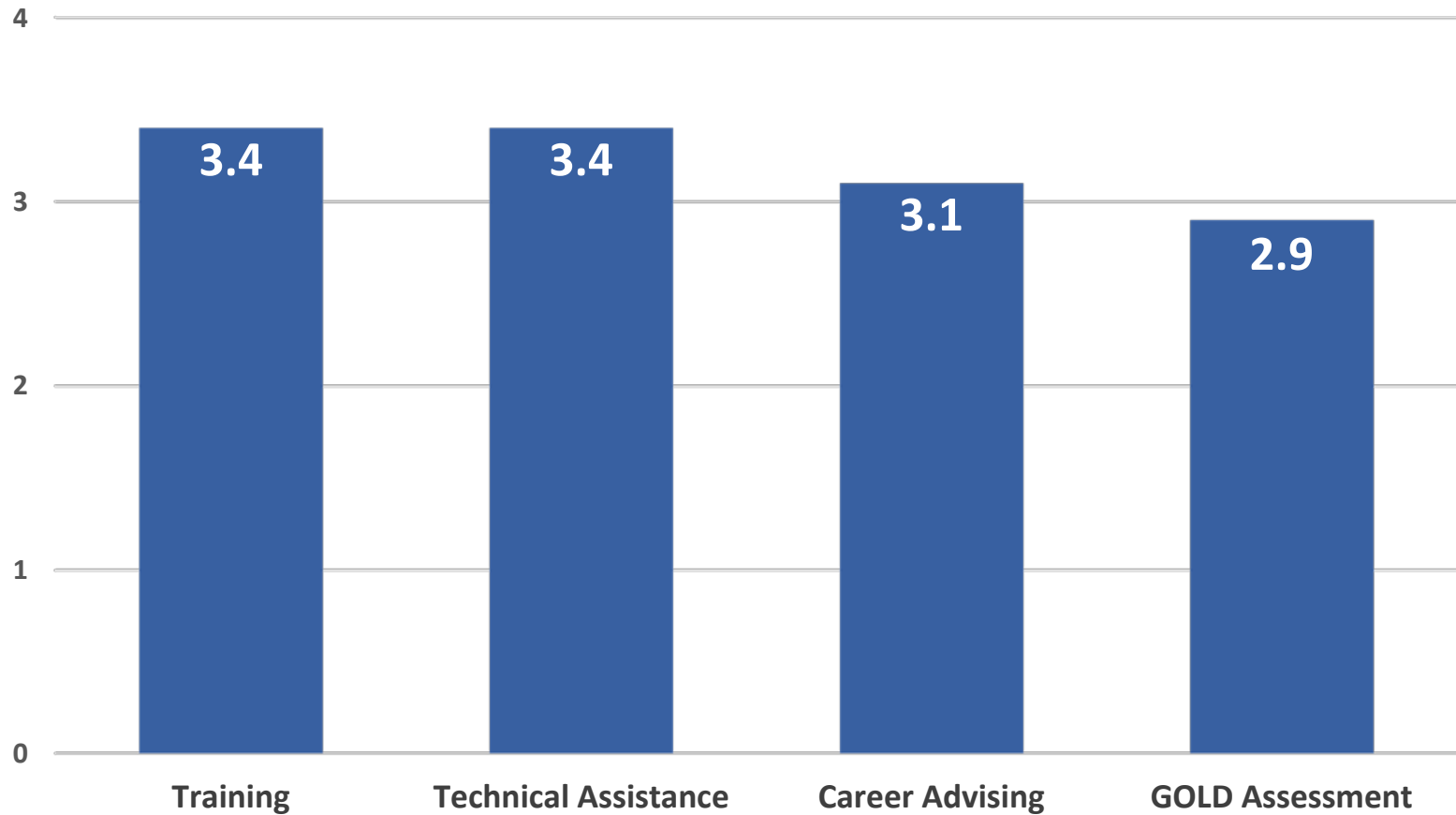
Race/Ethnicity	
Hispanic/Latino	39.2%
African American	36.1%
White	18.3%
Haitian/Caribbean Islander	3.9%
Other	2.5%
Primary Language	
English	68.9%
Spanish	27.3%
Creole	2.2%
Other	1.7%

Question 2

How do key stakeholders
perceive the effectiveness of
Strong Minds' supports?



Effectiveness of SM Supports



Note: The above means are based on a scale ranging from "0" "Not effective at all" to "4" "Extremely effective"

Question 3

What is the impact of Strong Minds on childcare programs?



Improvement in Program CLASS Scores

A statistically significant improvement between the first and second program assessments:

- ↑ 0.08 point for CLASS Emotional Support
- ↑ 0.19 point for CLASS Instructional Support

Improvement in Program CLASS Scores

A statistically significant improvement between the first and third program assessments:

- ↑ 0.66 point for CLASS Instructional Support
- A medium effect size with partial eta square of 0.312

Question 4

What is the impact of
Strong Minds on children?



Positive Impact of SM on Kindergarten Readiness: SM vs. non-SM



- Children in SM In-Network programs were **13.5 points higher** on the FY2017-18 FLKRS-STAR Early Literacy scaled scores than non-SM children in Palm Beach County
- Children in SM In-Network programs were **1.2 times** as likely to be ready for kindergarten as those in non-SM programs
- Both results were statistically significant

Note: FY2017-18 children's kindergarten readiness was measured by Florida Kindergarten Readiness Screener (FLKRS) STAR Early Literacy (STAR). The instrument has the scaled scores ranging from 300 - 900. A child with a total scaled score of 500 points or more on STAR Early Literacy Assessment is classified as "kindergarten ready". Both of the comparison analyses were controlled for children's background. The difference in the STAR scaled scores and readiness rate between the two groups were statistically significant, $p < 0.5$.

Impact of Program Rating on Kindergarten Readiness: Within-SM Comparison



- Among SM programs with various ratings, moving up one step from “Emerging” to “Promising” to “In-Network Tier I” and to “In-Network Tier II” is associated with **9.5 points** higher on kindergarten readiness scaled scores
- The result was statistically significant

Impact of SM on Kindergarten Retention

- Children in non-SM programs were 4.3 times more likely to be retained in kindergarten than those in SM In-Network programs
- The result was statistically significant

Kindergarten Readiness in SM by Race/Ethnicity



	Number of Children	% of Children Ready for Kindergarten
Black	1,329	49%
Hispanic	791	58%
White	763	71%
Other	222	61%
Total	3,105	57%

Key Findings

1. Practitioners in SM felt SM supports are effective.
2. SM demonstrates an overall positive impact on:
 - Classroom quality
 - Kindergarten readiness
 - Kindergarten retention

Putting SM in the National Context

Nationally, the two most challenging tasks for QRIS to show are:

- The validity of the theory of change
 - The overall efficacy of the system
- ✓ Evidence on the validity of the SM theory of change and the overall efficacy of the system continues to emerge based on the results of the SM Year 4 evaluation.

Next Steps: Evaluation Design for Year 5

Evaluation Focus

- More on outcomes related to practitioners, programs and children
- More on the relationship between SM inputs and outcomes

Methodology Focus

- Use multiple years of data



AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 2A

TITLE: Minutes – March 28, 2019 Council Meeting

RECOMMENDATION:

I recommend the Council approve the Minutes of the March 28, 2019 Council Meeting as presented.

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
March 28, 2019, 4:30 p.m.

MINUTES

1. Call to Order

Chair Weber called the meeting to order at 4:34 p.m.

Present:

Thomas Bean

Vince Goodman

Tom Lynch

James Martz

Dennis Miles

Debra Robinson, M.D.

Jose Luis Rodriguez

Thomas P. Weber

Excused: Donald E. Fennoy II, Ed.D.; Melissa McKinlay

A. Invocation – led by Vince Goodman

B. Pledge of Allegiance – led by Chair Weber

C. Presentations

1. Presentation of EveryParent – John Bartosek, Chief Communications Officer; Christine Potter, Director of Communications; Shana Cooper, Public Information Officer; Michael Roedel, Digital Communications Administrator.

Q: Do you have information on the level of education of the parents that are using the App?

A: Unfortunately, we don't have that information available today, but we will look and see if we have that information and will get back to the Council.

Q: Can we have experts, such as Community Voice, share the message?

A: We did a video series with Community Voice called Ask a Dad and it is on our YouTube channel and will be on EveryParent. We are working to address our communities at different levels.

Q: Can we have an area for "things to do" in the App?

A: "Things to do" is one of the areas that we want to explore more and we are working on having these "pop-ups" to EveryParent registered users. We heard from our survey that parents want to know what to do with their children during weekends.

Q: Can we have audio books?

A: We are looking into it.

Q: Were you surprised on the order of the "search" that came up?

A: We were not too surprised in terms of the ages. A lot of these topics were pushed out through social media. This was the result of efforts already established. We tried to focus on things that we are expecting parents to be interested in particularly right now.

2. Presentation of Strong Minds Network – Tanya Palmer, Chief Program Officer; Jennifer Coleman, System Performance Lead.

Q: Do technical assistants need to have a degree?

A: Yes, they do. They have to have a Bachelor's degree in Early Childhood Education and some of them have a teaching license.

Q: Who provides the service?

A: We fund them but the School District provides the service for the centers in the School District sites and the Early Learning Coalition provides technical assistance for the family child care homes.

Q: Are they hired by the School District?

A: They are employed by the School District and we have a contract with the School District.

Q: Can you give me more details on HB1091 and the accountability part?

A: HB1091 is about improving quality. Accountability is about the program assessment so that everybody that has a school readiness contract this year received a school readiness assessment. The assessment was the CLASS assessment that we use in Strong Minds. Based on those scores, and the state has not finalized these, those sites are going to receive a rate. There is also a minimum score that the state is setting in order to get the school readiness contract.

Q: Has there been any correlation that you have seen between the score in the GOLD assessment, the VPK assessment and school readiness?

A: We would like to share this information at the evaluation presentation that we will have during next month's Council meeting. We will have our external evaluator here and we will have a lot of GOLD and school readiness data to share. The VPK data is a little more difficult because we don't have that assessment at the state level. We have been having conversations with the Early Learning Coalition to have a data sharing agreement with the State.

2. Minutes

- A. February 28, 2019 Council Meeting

A motion by Goodman/Bean to approve the Minutes of the February 28, 2019 Council meeting as presented was approved by unanimous vote.

3. Public Comment – Agenda Items – N/A

4. Council Committees:

- Finance Committee

The Finance Committee met earlier and recommends approval of the following:

- They reviewed the audit. The auditors presented the report with an unmodified opinion.
- The minutes from the February 28, 2019 meeting.
- Reviewed the financials from February, 2019.

A motion by Goodman/Bean to approve the audit report, the minutes and the financials as presented was approved by unanimous vote.

- Personnel Committee

The Personnel Committee met earlier and recommends approval of the following:

- Minutes from February 28, 2019 Personnel Committee Meeting
- Pilot Internship Program, starting in May of 2020
- Performance Management recommendation to increase the pool of dollars for merit increase in the salary budget from 3% to 4%
- Annual performance evaluation process for the CEO, recommendation to have the Council review the evaluation in January and bring recommendation to the Council for approval the following month.

A motion by Goodman/Robinson to approve the items discussed at the Personnel Committee as presented was approved by unanimous vote.

Q: Regarding the Internship Program, can we consider changing it to a minimum GPA of 3.2 preferred?

A: The recommendation was to eliminate the GPA as a requirement.

5. Consent Agenda

1. Additions, Deletions, Substitutions – N/A
2. Items to be Pulled for Discussion – Agenda item 5A(1) (Reference #2), agenda item 5B(2) (Reference #5), and agenda item 5B(3) (Reference #6) were pulled for discussion purposes.
3. Adoption of the Consent Agenda and Walk-in Warrants List

A motion by Bean/Goodman to approve the Consent Agenda with the exception of Agenda items 5B(2) (Reference #5), and approve the Walk-in Warrants list was approved by unanimous vote.

A. Program – N/A

1. Great Ideas Initiative Grassroots Student-Led Grant Making – For informational purposes.

The CEO briefly summarized the elements of the Student-Led Grant Making process.

B. Business

1. Warrants List – Approved by Consent
2. Resolution #19-003 Authorizing Renewal of an Interlocal Agreement for CSC to be under the Jurisdiction of the Office of Inspector General

Q: Is our fee based on a contract set or is it based on the number of contracts we have?

A: Fees are no longer based on contracts. We switched the contract with the Inspector General three years ago. At that point, both CSC and the Inspector General concluded that the audit function was no longer needed as they had completed 6-7 audits and they didn't have any other places to audit here at the CSC, so we decided to cut the cost for that item. We agreed on a flat fee arrangement for three years. This would be a renewal for the next 3 years at the same flat fee.

Q: Do we come under the Ethics Commission as being appointed like any elected officials?

A: The Ethics Commission is voluntary. At the time we were looking at the Commission they had just started. Tom Sheehan attended a couple of their meetings. They were doing 15-20 opinions per meeting and 10% or so were changed from what their staff was recommending.

Q: Do you think the cost is worth it?

A: It is. We are not aware of an alternative that would give us the same credibility of somebody independent of the CSC watching over us.

Q: Did they calculate how much they provided last year? How did they come up with this number?

A: That number was originally agreed on when we changed the contract and dropped the audit fee. They cut 1/3 of the cost at that moment.

Q: Can we negotiate this cost?

A: Maybe. It will be difficult to calculate their cost in terms of the services they provide. Tom Sheehan, General Counsel, stated that the cost is not unreasonable for the services that we receive.

Q: Is there an audit plan or an Inspector General plan as to what they are going to audit each year to justify that cost?

A: We did have that when they were doing audits. We no longer audit through them.

Q: Are they coming here if they have a specific complaint that they need to investigate or if we ask them for help to review something?

A: Yes. They do come in for our RFPs and do investigations.

Q: If next year they do less work, can we assume that we have the authority to renegotiate the price?

A: We technically don't have the ability to renegotiate directly. We have indirect means with our ability to terminate the contract. Also termination is at either party's discretion with 90 days notice.

It was stated that we do approximately 10 Requests for Proposals per year. The Office of the Inspector General comes to all of the meetings related to these. In terms of the number of investigations, we don't have control over these. We have had extensive investigations in the past with our providers.

Q: Right now we are subject to the FL Ethics Commission. Are we also subject to review by the Palm Beach County Ethics Commission or if a complaint came there they would forward it to the State Ethics?

A: We are not under the Palm Beach County Ethics Commission. They don't have jurisdiction over us, only the State. We do not know what the County Ethics Commission would do with a complaint against CSC.

It was generally decided that the General Counsel will go back and re-negotiate costs with the Office of the Inspector General and will bring back to the Council next month, addressing the concern that CSC is not subsidizing other, non-CSC, OIG activities.

A motion by Rodriguez/Lynch to renegotiate the Interlocal Agreement with the Office of the Inspector General and bring back to the Council next month was approved by unanimous vote.

3. Proclamation Declaring April 2019 as Child Abuse Prevention Month

The Proclamation recognizing April 2019 as Child Abuse Prevention Month was read.

A motion by Bean/Rodriguez to approve this Proclamation to raise awareness and recognize April 2019 as Child Abuse Prevention Month was approved by unanimous vote.

6. **Non Consent Agenda**

A. Business – N/A

B. For Informational Purposes Only – N/A

7. **Walk-In Items** – N/A

8. **Chief Executive Officer's Report**

- Request from a Council member for information regarding our work related to maternal substance use/neonatal substance exposure and trauma-informed care training
- Follow-up from Council meeting regarding dental services for women and families is expected to be ready for the April Council meeting.
- Great Ideas Initiative highlight – Suits for Seniors. A video clip was shared.
- Communications Update
 - i. Swim Lesson vouchers – now will be open for 2 year olds. Belle Glades resident will be able to bypass the application process and go directly to Pioneer Park Pool in Belle Glade to register.
 - ii. 4th Annual Safe Kids Day on April 13 at the Palm Beach Outlets
 - iii. Books for children in Juvenile Justice System
 - iv. New posters Targeting Premature Births located in the Council room and are being distributed within our providers
 - v. RFP for CSCPBC.org website will be released
 - vi. RFP for digital media placement was recently completed

- vii. List of events that we have sponsored in the community was provided, including Healthy, Safe and Strong funds recipients.
- Reminders:
 - i. Groundwater Analysis on April 4
 - ii. Birth to 22 Business Event on April 12
- Birth to 22 is now part of the GARE National Network. It is the first alliance that is now part of the Government Alliance for Racial Equity.
- Ron Bazil was acknowledged for being one of six national judges working with the Inspector General and CSC received an honorable mention from the Association of Local Government Auditors for participation in the 2018-19 Awards Competition.
- Judge Martz was just nominated for the Men with Caring Hearts award.

Q: While discussing the swim vouchers at the Riviera Beach Collaborative, there was a sense of understanding that these vouchers would be good to remove the fear of the water, but not enough to teach kids to swim. Is there a way that we confirm if this is true?

A: We will follow-up with Jon Burstein.

9. Legal Reports – None.

10. Public Comment – Non-Agenda Items – N/A

11. Council Comments – N/A

12. Adjournment

The meeting was adjourned at 6:02 pm.

Vincent Goodman, Secretary

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

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A(1)

TITLE: **Consent Agenda – Program**
Resolution #19-004 Authorizing Extension of Waiver for Counseling Services

CSC STAFF: Tina Hallyburton, Program Officer

SUMMARY:

CSC currently contracts with two agencies, Center for Family Services, Inc. (CFS) and Center for Child Counseling, Inc. (CCC) to provide counseling services to families within our Healthy Beginnings (HB) System.

During this fiscal year, both agencies experienced turnover, and with the new mental health programs recently created in the county by the School District, Sheriff’s Office and others, struggled to hire qualified clinicians quickly enough to meet demand.

In December 2018, staff requested a waiver of CSC’s procurement policies and approval to enter into a contract with one or more agencies to serve as back-up providers to serve clients wait listed for mental health counseling. CSC contracted with Housing Partnership Inc. dba Community Partners of South Florida and Children’s Case Management Organization, Inc. dba Families First of Palm Beach County effective January 15, 2019 through September 30, 2019.

Staff is requesting an extension of the procurement waiver for the 2019-2020 fiscal year for these same providers to assure sufficient capacity to meet the demand for services and minimize wait time. This will also give staff the opportunity to create a more permanent solution for back-up in the case of continued high demand for services and staff turnover.

FISCAL IMPACT:

The total cost of funding this item for FY 2019-20 is not to exceed \$200,000.00 and the funds to support this agenda item are budgeted in the Program Division strategy budget in the Mental Health Supports line item.

RECOMMENDATION:

I recommend the Council approve Resolution #19-004 waiving CSC’s procurement policies and authorizing the Chief Executive Officer to enter into an agreement with Housing Partnership, Inc. dba Community Partners of South Florida and Children’s Case Management Organization, Inc. dba Families First for the provision of mental health services in an amount not to exceed \$100,000 per agency effective October 1, 2019 through September 30, 2020.

RESOLUTION #19-004

RESOLUTION OF THE CHILDREN’S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING EXTENSION OF WAIVER AND APPROVAL OF ADDITIONAL FUNDING FOR COUNSELING SERVICES

WHEREAS, CSC currently contracts with two agencies, Center for Family Services, Inc. (CFS) and Center for Child Counseling, Inc. (CCC) to provide counseling services to families within our Healthy Beginnings (HB) System; and

WHEREAS, during this fiscal year, both agencies experienced turnover, and with the new mental health programs recently created in the county by the School District, Sheriff’s Office and others, struggled to hire qualified clinicians quickly enough to meet demand; and

WHEREAS, in December 2018, staff requested a waiver of CSC’s procurement policies and approval to enter into a contract with one or more agencies to serve as back-up providers to serve clients wait listed for mental health counseling. CSC contracted with Housing Partnership Inc. dba Community Partners of South Florida and Children’s Case Management Organization, Inc. dba Families First of Palm Beach County effective January 15, 2019 through September 30, 2019 ; and

WHEREAS, staff is requesting an extension of the procurement waiver for the 2019-2020 fiscal year for these same providers to assure sufficient capacity to meet the demand for services and minimize wait time. This will also give staff the opportunity to create a more permanent solution for back-up in the case of continued high demand for services and staff turnover.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN’S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Procurement Policy is waved and the Chief Executive Officer is authorized to enter into an agreement with Housing Partnership, Inc. dba Community Partners of South Florida and Children’s Case Management Organization, Inc. dba Families First for the provision of mental health services in an amount not to exceed \$100,000 per agency effective October 1, 2019 through September 30, 2020.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

- Thomas Bean
- Donald E. Fennoy, II, Ed.D.
- Vincent Goodman
- Thomas E. Lynch
- Melissa McKinlay
- James Martz
- Dennis Miles
- Debra Robinson, M.D.
- Jose Luis Rodriguez, Esq.
- Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL COUNCIL SUFFICIENCY

CHILDREN’S SERVICES OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children’s Services Council of Palm Beach County

BY: _____
Thomas P. Weber, Chair

BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A(2)

TITLE: **Consent Agenda – Program**
The Institute for Child and Family Health, Inc. Late Fee

CSC STAFF: Luciana Dias, Program Officer
Lorraine Monts, Budget Specialist

SUMMARY:

Agreements between CSC and funded agencies contain provisions that require timely submission of monthly reimbursement requests as well as specific agency level documentation: annual audit, proof of insurances and fire inspections. In the event that an agency does not meet the timely submission requirement, a late charge of \$500 is imposed.

The Institute for Child and Family Health, Inc. failed to timely submit its Certificate of Liability Insurance. As such a late charge of \$500 is applied.

FISCAL IMPACT: None

RECOMMENDATION: For informational purposes only; no action required.

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A(3)

TITLE: **Consent Agenda – Program**
Resolution #19-005 Authorizing Increase in Allocation of Prime Time’s Afterschool Program Development Contract for STEAM

CSC STAFF: Alexandra Peralta, Program Officer

SUMMARY:

Afterschool and summer programs play a major role in providing meaningful science, technology, engineering, arts and mathematics (STEAM) learning experiences to diverse groups of children. As the out-of-school time (OST) intermediary, Prime Time of Palm Beach County is well positioned to deepen and expand informal STEAM learning experiences for children and youth in Palm Beach County.

As mentioned in the January 2019 CEO report, we are bringing forth an agenda item to recommend further supporting community-based OST STEAM programming with the FY 2018/19 funds set aside by the Council. In partnership with Prime Time, a comprehensive and visionary model of delivering STEAM activities to students from 4th to 8th grade in community-based settings is being developed. Prime Time is closely working with STEMHQ and Green Mouse Academy as they are the content experts in Robotics and other STEAM activities that will be offered.

From June to August of 2019, Prime Time proposes to offer STEAM summer camp opportunities for underrepresented children. These summer camps would be conducted in several community based sites and would serve as a pilot for a larger year-round initiative.

Green Mouse Academy (GMA) and FIRST® LEGO® League (FLL) will be providing STEAM programming at four community sites; Howard Park South Olive, West Jupiter Community Center, Gaines Park and Greenacres Community Center. STEAM trained practitioners will co-teach with the GMA facilitator leading to minimal, ongoing support in the future. The goal of the program is to equip the youth to do the work; the practitioner and GMA facilitator are there to guide and support. The site staff would receive coaching and support, and the FLL summer program would culminate with an internal site competition. Each site will support between 16 and 24 youth who will be divided into four mini teams. An on-site final session scrimmage between the mini-teams would be organized at each site as a culminating event designed to model a FLL competition. For those programs interested in forming a team in a sanctioned Qualifying Tournament for the 2019-2020 season, GMA would be poised to assist with their preparation and participation. The programming will be structured according to a mutually agreeable schedule to be worked out between GMA and the participating OST site director.

STEMHQ will support a two-week beginner’s robotics camp, June 3-14, 2019, for the Sheriff PAL at West Gate. The program is designed for youth who are just getting started and have a passion for technology. The program will be limited to 24 youth in grades fourth through eighth, and will meet for eight hours a day, for five days each week. There will be four strands for the youth to choose: Programming (Code Combat), Electronics (build systems using microprocessors and custom circuits),

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

Computer Aided Design (CAD) (including the use of 3D printing and laser cuts) and Building (robot-building). For four weeks starting July 1, 2019, STEM HQ will offer a beginning robotics camp program for youth from the Milagro Center, the Delray Beach Boys & Girls Club, Delray Beach Achievement Center and Pearl City Cats at FAU High on the college campus. The program will be limited to 20 youth per week in grades fourth through eighth, and will meet for eight hours a day, for five days each week.

FISCAL IMPACT:

The total cost of funding this item for FY 2018-19 is up to \$100,000 and the funds to support this agenda item are budgeted in the 2018-2019 STEAM Initiative line item.

RECOMMENDATION:

I recommend the Council authorize the CEO to execute a contract amendment to approve Resolution #19-005 for an increase of up to \$100,000 to the allocation of Prime Time's Afterschool Program Development contract in order to increase STEAM offerings by including robotics and STEAM camps for summer 2019. This will serve as a pilot for a larger year-round initiative that would consolidate and expand the disparate STEAM programs currently funded by the Children's Services Council of Palm Beach County.

RESOLUTION #19-005

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING AN INCREASE IN ALLOCATION OF PRIME TIME'S AFTERSCHOOL PROGRAM DEVELOPMENT CONTRACT FOR STEAM

WHEREAS, afterschool and summer programs play a major role in providing meaningful science, technology, engineering, arts and mathematics (STEAM) learning experiences to diverse groups of children. As the out-of-school time (OST) intermediary, Prime Time of Palm Beach County is well positioned to deepen and expand informal STEAM learning experiences for children and youth in Palm Beach County; and

WHEREAS, staff recommends further supporting community-based OST STEAM programming with the FY 2018/19 funds set aside by the Council and in partnership with Prime Time, a comprehensive and visionary model of delivering STEAM activities to students from 4th to 8th grade in community-based settings is being developed.

WHEREAS, Prime Time is closely working with STEMHQ and Green Mouse Academy as they are the content experts in Robotics and other STEAM activities that will be offered.; and

WHEREAS, from June to August of 2019, Prime Time proposes to offer STEAM summer camp opportunities for underrepresented children. These summer camps would be conducted in several community based sites and would serve as a pilot for a larger year-round initiative; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Chief Executive Officer is authorized to increase up to \$100,000 to the allocation of Prime Time's Afterschool Program Development in order to increase STEAM offerings by including robotics and STEAM camps for summer 2019.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

Thomas Bean
Donald E. Fennoy, II, Ed.D.
Vincent Goodman
Thomas E. Lynch
Melissa McKinlay
James Martz
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Vice Chairman

BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A(4)

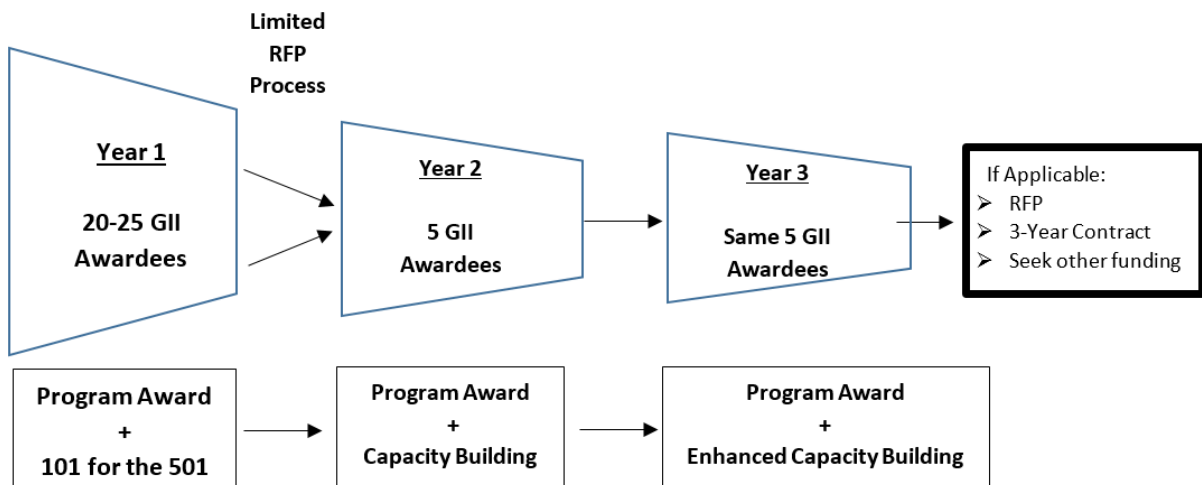
TITLE: **Consent Agenda – Program**
 Great Ideas Initiative Capacity Building Pipeline

CSC STAFF: Randy Palo, Community Planning and Partnerships Director
 LaNita Sanders, Community Planning & Partnerships Program Officer

SUMMARY:

The purpose of the Great Ideas Initiative Capacity Building Pipeline (GII CBP) is to provide resources and opportunities for select Great Idea Initiative (GII) awardees to improve and enhance their ability to deliver their mission now, and in the future. This initiative will be an investment in the effectiveness and future sustainability of select nonprofit organizations.

Structure:



1. GII Awardees are selected through the Annual Open GII Request For Proposals (RFP).
2. Near the end of the program year, those who have successfully participated in the “101 for the 501” capacity building overview offer by Nonprofits First and are interested in the GII CBP can apply through a Limited RFP.
3. Those selected will proceed with GII CBP activities in year two while maintaining their funded program.
4. In year three, the same awardees will proceed with Enhanced Capacity Building activities while maintaining their funded program.
5. Capacity building activities in years 2 and 3 will be a mix of resources purchased by CSC and made available to the agencies, and resources as proposed by the agencies similar to the Growth Fund RFP last year.
6. At the close of the “Pipeline,” Program Performance staff will engage those organizations demonstrating interest and capacity to determine next steps, which may include applying for an open CSC RFP, entering into a 3-year Agreement, or seeking outside funding.

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

Process:

The process will begin this summer with 2017 and 2018 GII Awardees eligible to apply. Except for the six GII Growth Fund awardees, awardees will be invited to submit a GII CBP application through the Limited RFP process. Since the 2018 Growth Fund awardees are currently receiving their 2nd year of funding, they will be invited to participate in the Enhanced Capacity Building activities if applicable.

In 2020, the 2019 GII awardees will be invited to participate in the GII CBP RFP. The process will repeat for each subsequent year.

The release of the GII CBP RFP will be noticed in the CEO Report.

FISCAL IMPACT:

Funds are not budgeted for GII and the Council has approved the use of under-expenditures to fund GII. The estimated cost of the GII Capacity Building Pipeline is up to \$375,000.

RECOMMENDATION: For informational purposes only; no action required.

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A (5)

TITLE: Consent Agenda – Program
Resolution #19-006 Early Termination of Dental Services Agreement

CSC STAFF: Mirva Cadet, Program Officer

SUMMARY:

During the February 28, 2019 Council meeting, CSC staff sought additional resourcing of \$50,000 to ensure uninterrupted dental services for clients in four programs within our Healthy Beginnings System of Care. The agenda item generated questions that required clarification, specifically relating to the Health Care District's (HCD) funding for dental services. CSC staff worked with dental, administrative and fiscal staff to specifically identify what dental services the HCD covers as a Federally Qualified Health Center, and as an independent taxing district of Palm Beach County. Our inquiries revealed the following:

- The Health Care District Insurance program, District Cares, does not cover dental services. However, those seeking dental services are able to receive preventative dental care on a sliding fee scale if they fall below 100% of the Federal Poverty Line. The sliding scale fee is generally between \$0 (in the case of extreme hardship) and \$30.00, but occasionally the amount may be higher based on the individual's income.
- The HCD has treated CSC as a payor, just as they treat an insurer or other funder/grantor. This category of clients is not subject to the eligibility determination for sliding scale payment.
- CSC is not permitted to pay the sliding scale on behalf of CSC clients, as this would violate the cost-sharing Health Resources & Services Administration (HRSA) requirements for Federally Qualified Health Centers.

Despite efforts, CSC and HCD have not been able to come to a satisfactory resolution in which CSC is not paying for services that the HCD should cover. As such, CSC and HCD have mutually agreed to terminate the contract as of May 31, 2019.

On February 28, 2019, the Council approved an additional \$25,000 to support services for the months of March and April. Services will continue to be provided through May 31, 2019 or until the existing total allocation (currently \$57,000) is exhausted.

Moving forward, HB care coordinators will encourage and assist clients to obtain dental services on their own and submit to the HCD's eligibility determination process. CSC nursing clients and DULCE clients will be asked to pay a sliding scale fee. However, if the client does not have the resources to pay, the HCD advises that the client will still receive the dental care. The HCD does have a policy of making three attempts to collect the fee. This will likely result in fewer clients taking advantage of the service.

FISCAL IMPACT:

None.

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

RECOMMENDATION:

I recommend the Council approve Resolution #19-006 authorizing the Chief Executive Officer to execute an amendment approving the agreed upon early termination of the contract with District Clinic Holdings, Inc., d/b/a C.L. Brumback Primary Care Clinics, effective the earlier of (1) May 31, 2019, or (2) all CSC allocated funds (\$57,000 in total) have been expended.

RESOLUTION #19-006

**RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
AUTHORIZING AN AMENDMENT APPROVING TERMINATION OF CONTRACT WITH
DISTRICT CLINIC HOLDINGS, INC. D/B/A C.L. BRUMBACK PRIMARY CARE CLINICS**

WHEREAS, during the February 28, 2019 Council meeting, CSC staff sought additional resourcing of \$50,000 to ensure uninterrupted dental services for clients in four programs within our Healthy Beginnings System of Care; and

WHEREAS, the agenda item generated questions that required clarification, specifically relating to the Health Care District's (HCD) funding for dental services, although the Council approved an additional \$25,000 to support services for the months of March and April; and

WHEREAS, CSC staff has worked with dental, administrative and fiscal staff to specifically identify what dental services the HCD covers as a Federally Qualified Health Center for its C.L. Brumback Primary Care Clinics, and as an independent taxing district of Palm Beach County; and

WHEREAS, despite these efforts, CSC and HCD have not been able to come to a satisfactory resolution in which CSC is not paying for services that the HCD should cover. As such, CSC and HCD have mutually agreed to terminate the contract as of the earlier of: May 31, 2019 or until the existing total allocation (currently \$57,000) is exhausted; and

WHEREAS, services will continue to be provided through May 31, 2019 or until the existing total allocation (\$57,000) is exhausted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Chief Executive Officer is authorized to execute an amendment approving the agreed upon termination of the contract with District Clinic Holdings, d/b/a C.L. Brumback Primary Care Clinics, effective the earlier of (1) May 31, 2019, or (2) all CSC allocated funds (\$57,000 in total) have been expended.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

- Thomas Bean
- Donald E. Fennoy, II, Ed.D.
- Vincent Goodman
- Thomas E. Lynch
- Melissa McKinlay
- James Martz
- Dennis Miles
- Debra Robinson, M.D.
- Jose Luis Rodriguez, Esq.
- Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Vice Chairman

BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5A (6)

TITLE: **Consent Agenda – Program**
Resolution #19-007 Repurposing Organizational Under Expenditures

CSC STAFF: Debra Heim, Chief Financial Officer; Tanya Palmer, Chief of Program
Thomas E. Sheehan, III, General Counsel

SUMMARY:

We have been informed that an additional \$1,700,000 is needed for summer camp scholarships to avoid a wait list. This is in addition to the \$2,200,000 we have included in the budget. To avoid amending the budget to secure this funding we are recommending a slight revision in prior Resolutions regarding the use of under expenditures.

At previous Planning Sessions and Council meetings, Council members have expressed their strong intent that all available under expenditures are used to support areas of need within child care and summer camp scholarships as well as the Great Ideas Initiative. In response to Council's expressed interest, staff is proposing Resolution #19-007 that allows the use of under expenditures within both the Program Strategy Budget as well as all areas within the Organizational Budget. To further maximize the funds available in the most efficient manner, the Resolution also authorizes staff to access up to 75% of anticipated under expenditures that have been identified without having to decrease other applicable agreements through the amendment process. Resolution #19-007 supersedes Resolution #12-004 and Resolution #16-004 (which had previously dealt with the use of under expenditures for these purposes) but actions taken under those Resolutions shall remain in effect.

FISCAL IMPACT:

None

RECOMMENDATION:

I recommend the Council approve Resolution #19-007 authorizing the use of under expenditures for child care and summer scholarships, as well as for the Great Ideas Initiative.

RESOLUTION #19-007

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING REPURPOSING UNDER EXPENDITURES AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO INCREASE AGREEMENTS WITH THE EARLY LEARNING COALITION OR FRIENDS OF COMMUNITY SERVICES (OR BOTH) OR FUNDING THE GREAT IDEAS INITIATIVE

WHEREAS, the Children's Services Council of Palm Beach County (the "Council"), a political subdivision of the State of Florida, recognizes that there is a long childcare waiting list and a waiting list for summer camp scholarships for low incoming working poor families, which the Council has previously funded, in part through under expenditures; and

WHEREAS, within the usage of under expenditures, as of 2016, the Great Ideas Initiative was included; and

WHEREAS, staff is requesting that up to 75% of identified under expenditures in the budget (whether or not program-related) be available for funding these activities without the time-consuming requirement of amending contracts that are under expended; and

WHEREAS, the Chief Executive Officer is authorized to increase agreement(s) with the Early Learning Coalition [childcare slots] or with Friends of Community Services, Inc. [summer camp scholarships], or to fund the Great Ideas Initiative (or any or all of these), by amounts identified as under expenditures that (a) have been removed from other program contracts or (b) are budget line items, whether program or administrative, that no longer will be spent on the purpose identified in the budget, with the total amount expended under this sub-section (b) not to exceed 75% of the identified under expenditures; and

WHEREAS, this Resolution shall replace Resolutions #12-004, as revised 6/25/15, and Resolution #16-004, although actions taken under those resolutions shall remain in effect.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council authorizes the repurposing of under expenditures as identified above to be used for childcare slots or summer camp scholarships or for the Great Ideas Initiative (or all or any of the above).

This Resolution is effective as of April 25, 2019, and shall remain in effect until terminated by the Council.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member

_____ and upon being put to a vote, the vote was as follows:

Thomas Bean
Donald E. Fennoy, II, Ed.D.
Vincent Goodman
Thomas E. Lynch
Melissa McKinlay

James Martz
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas P. Weber, Chairman
BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: **5B(1)**

TITLE: **Consent Agenda – Business**
 Warrants List

CSC STAFF: Debra Heim, Chief Financial Officer

RECOMMENDATION:

I recommend the Council approve the Warrants List, in accordance with the established budgets for each of the expensed items, as presented.

Children's Services Council
Warrants List
April 25, 2019

PO Number	Vendor	Description	Total
PO-19-921	American Express - AECPC	Consultant R Mondesir Travel Expenses - GARE 2019 - Albuquerque 04/16/19 - 04/19/19	\$776.73
PO-19-922	American Express - AEBTA	Consultant R Mondesir Flight - GARE 2019 - Albuquerque 04/16/19 - 04/19/19	\$698.01
PO-19-923	American Express - AECPC	R Kurimski - Parking IT Leadership meeting	\$15.00
PO-19-924	American Express - AECPC	E Sanchez Webinar "Helping Your Executive Maintaing a Competitive Edge" Admin team	\$39.00
PO-19-925	Robert Kurimski	Mileage Reimbursement Mar 2019	\$64.34
PO-19-926	University of N. Carolina at Chapel Hill	S Parker, I Zayas & A Lora Registrations UNC Summer Institute on SOI & Equity - Chapel Hill 06/10/19 -06/12/19	\$750.00
PO-19-927	American Express - AECPC	Chamber of Palm Beaches Sponsorship - Women for Women Race 05/11/19	\$250.00
PO-19-928	American Express - AECPC	UW Sponsorship - Simply Best @ Sapphire Level	\$1,500.00
PO-19-929	Amazon	Computer supplies & books T Palmer	\$182.91
PO-19-930	Office Depot	Office & coffee supplies	\$210.27
PO-19-931	Amazon	Child Abuse Prevention Ribbons	\$29.99
PO-19-932	MDH Graphic Services	1500 CSC Folders	\$842.00
PO-19-933	American Express - AECPC	CenteringPregnancy Poster Florida Perinatal Quality Collaborative Conference 2019	\$79.00
PO-19-934	American Express - AECPC	Women in Leadership Awards table sponsorship - Exec. Women of Palm Beaches	\$1,200.00
PO-19-935	American Express - AECPC	Government Finance Officers Assoc Certificate of Achievement Review Fee	\$580.00
PO-19-936	Christina Hallyburton	Mileage Reimbursement Mar 2019	\$38.10
PO-19-937	Amazon	Computer equipment support Front Desk Visitor Sign-in	\$2,117.76
PO-19-938	CDW Government	Dymo Printer	\$106.96
PO-19-939	American Express - AECPC	GoDaddy Standard WildCard SSL Certificate	\$220.00
PO-19-940	Bonnie Wagner	Mileage Reimbursement Mar 2019	\$27.49
PO-19-941	Minuteman Press	20,000 Get Your Green On Labels	\$567.79
PO-19-942	American Express - AECPC	D Heim Registration FGFOA 2019 Conference - Hollywood 06/08/19 - 06/12/19	\$460.00
PO-19-943	Charity Grams	HB Scholarship Mental Health - Supervision Michelle Rodriguez	\$600.00
PO-19-944	American Express - AECPC	"Treating Trauma & Tramatic Grief in Children & Adolscents" books TF-CBT training	\$1,269.00
PO-19-945	American Express - AECPC	Replacement ID Printer, additional ribbons, upgrade badge printing software	\$3,423.10
PO-19-946	Charles Palo	Mileage Reimbursement Mar 2019	\$102.95
PO-19-947	MDH Graphic Services	6,000 Drowning prevention brochures	\$772.00
PO-19-948	American Express - AECPC	"Race Matters in Child Welfare" book L Fleischman	\$9.91
PO-19-949	Office Depot	HP 96/97 toner cartridge	\$30.43
PO-19-950	American Express - AECPC	Meeting supplies Audit Department Training	\$60.00
PO-19-951	Center for Child Counseling	HSSF to support Lead the Fight Breakfast	\$2,500.00
PO-19-952	Dell Marketing	Warranty renewal Dell R720XD (Backup Server)	\$1,364.88
PO-19-953	Friends of Foster Children of PBC	HSSF Jim Sacket Softball Tournament 04/13/19 - 04/14/19	\$2,500.00
PO-19-954	American Express - AEBTA	M Abarca Flight - DULCE National Forum - Arlington 05/13/19 - 05/15/19	\$415.96
PO-19-955	American Express - AECPC	Sponsorship Pediatric Society Monthly Meeting 05/08/19	\$500.00
PO-19-958	Luciana Dias	Parking Mar 2019	\$5.00
PO-19-959	American Express - AECPC	Additional Balance of PO#19-817 - Standing desk	\$0.99
PO-19-960	Lizette Mambu	HB Scholarship Mental Health	\$695.00
PO-19-961	Gail Horton Chewing	HB Scholarship Mental Health - Supervision of Andrea Atias	\$1,000.00
PO-19-962	Andrea Bailey Atias	HB Scholarship Mental Health	\$1,495.00
PO-19-963	Vanessa Gomez Romero	HB Scholarship Mental Health	\$1,948.00
PO-19-964	American Express - AECPC	Zero to Three Webinar - An Introduction to ACE's Toxic Stress	\$55.00
PO-19-965	American Express - AECPC	Meeting Supplies Coordination Team Meeting	\$176.02
PO-19-966	Clear Copy	4 foamcore Birth to 22 posters	\$180.00
PO-19-967	American Express - AECPC	AEA membership L Fleischman - duplicate charge - will be refunded	\$109.00
PO-19-968	Amazon	Supplies for Celebrate Success	\$124.87
PO-19-969	American Express - AECPC	Kahoot one year subscription plan	\$96.00
PO-19-970	American Express - AECPC	4 Little Free Libraries w/ posts	\$1,691.96
PO-19-971	American Express - AECPC	Consultant J Shen Travel Expenses - CSCPBC 04/24/19 - 04/26/19	\$242.00
PO-19-972	Bethlehem Baptist Church Inc of PBC	HSSF Community Holistic Health Fair Family Fun Day	\$920.00
PO-19-973	WeEval	Consultant J Shen Round trip Flight - CSCPBC 04/24/19 - 04/26/19	\$633.20
PO-19-974	American Express - AEBTA	T Palmer Flight - Focused Leader Conference - Franklin 05/01/19 - 05/03/19	\$476.00
PO-19-975	American Express - AECPC	T Palmer Travel Expenses - Focused Leader Conference - Franklin 05/01/19 - 05/03/19	\$443.80
PO-19-976	American Express - AECPC	D Heim Travel Expenses - FGFOA 2019 Conference - Hollywood 06/08/19 - 06/12/19	\$466.00
PO-19-977	Maria Peralta	Mileage Reimbursement Mar 2019	\$41.35
PO-19-979	American Express - AECPC	D Haynes Travel Expenses - CSSP Parent Leader Network Summit - Greensboro 05/01/19 - 05/03/19	\$149.00
PO-19-980	School Board of PBC - School Food Service Catering	Groundwater Analysis Meeting supplies	\$53.20
PO-19-981	American Express - AECPC	J Coleman Travel Expenses - BUILD QRIS Meeting 2019 - New Orleans 06/24/19 - 06/28/19	\$1,264.00
PO-19-982	American Express - AEBTA	I Apolinar Flight - BUILD QRIS Meeting 2019 - New Orleans 06/24/19 - 06/28/19	\$319.95
PO-19-983	American Express - AECPC	I Apolinar Travel Expenses - BUILD QRIS Meeting 2019 - New Orleans 06/24/19 - 06/28/19	\$1,134.35
PO-19-984	American Express - AECPC	HSC 2019 NFP Annual Report Filing	\$61.25
PO-19-985	Abila Inc	Abila Licensing Use Renewal	\$11,103.00
PO-19-986	American Express - AEBTA	J Coleman Flight - BUILD QRIS Meeting 2019 - New Orleans 06/23/19 - 06/28/19	\$474.94
PO-19-987	Katherine Lembovski	Mileage Reimbursement Mar 2019	\$32.70
PO-19-988	LaNita Sanders	Mileage Reimbursement Feb 2019	\$151.70
PO-19-989	Friends of Youth Services & PBC Inc	Summer Camp Scholarships Program Summer 2019	\$2,200,000.00
PO-19-990	Banyan Printing	CSC Summer Reading bookmarks, 147 letters & distribution to 24 locations	\$5,919.11
PO-19-991	Elizabeth Clark	Travel Expenses - FL Perinatal Qual Collaborative Conference - Tampa 04/04/19 - 04/05/19	\$52.00
PO-19-992	Paloma Prata	Consultant Travel Expenses - FL Perinatal Qual Collaborative Conference - Tampa 04/04/16 - 04/05/19	\$52.00
PO-19-993	Yanela Vickers	Travel Expenses - Admin Asst Conference - Ft Lauderdale 03/28/19	\$15.00
PO-19-994	Mary Brush	Travel Expenses - Admin Asst Conference - Ft Lauderdale 03/28/19	\$49.80
PO-19-995	Kimberlee Maxwell	Travel Expenses - S. FL Code Camp 2019 - Ft Lauderdale 03/02/19	\$51.62
PO-19-996	American Express - AECPC	J Goodman Gas Rental Car - FPQC Conference - Tampa 04/04/16 - 04/05/19	\$15.00
PO-19-997	Jeffrey Goodman	Travel Expenses - FL Perinatal Qual Collaborative Conference - Tampa 04/04/19 - 04/05/19	\$52.00
PO-19-998	Michelle Gross	Travel Expenses NeighborWorks Trauma BRIDGES Site Conference - San Francisco 03/27/19 - 03/29/19	\$185.07
PO-19-999	Shaundelyn Emerson	Travel Expenses NeighborWorks Trauma BRIDGES Site Conference - San Francisco 03/27/19 - 03/29/19	\$180.92
PO-19-1000	Triple P America	Triple P Practitioner Network Access	\$2,387.00
PO-19-1001	Irene Apolinar	Mileage Reimbursement Mar 2019	\$25.87
PO-19-1002	Alejandro Esquivel	Travel Advance - FRMA 2019 Annual Conference - Daytona Beach 05/21/19 - 05/24/19	\$133.00
PO-19-1003	Publix Super Markets	Publix Card Elsa Sanchez - flowers McAshley Glass at Birth to 22 Business Event 04/12/19	\$29.99
PO-19-1004	Traction Guest Inc	Electronic Sign-In for Lobby	\$3,204.00
PO-19-1005	American Express - AECPC	C Jacob - Travel Expenses - Dell Tech World - Las Vegas 04/28/19 - 05/02/19	\$544.22

Children's Services Council
Warrants List
April 25, 2019

PO Number	Vendor	Description	Total
PO-19-1006	American Express - AEBTA	C Jacob Flight - Dell Tech World - Las Vegas 04/28/19 - 05/02/19	\$488.95
PO-19-1007	Publix Super Markets	Meeting supplies Co-Op meeting 04/05/19	\$16.96
PO-19-1008	Michelle LeWay	Mileage Reimbursement Apr 2019	\$42.05
PO-19-1010	Windstream	Toll free Lines + LD - Blanket PO FY 1819	\$750.00
PO-19-1011	Amazon	USB-C cables and chargers	\$119.20
PO-19-1012	Amazon	Frames - Early Learning Cabinet Members	\$395.78
PO-19-1013	AmTrust North America	Workers Comp Insurance 05/01/19 - 04/30/20	\$17,029.00
PO-19-1014	Beacon Group Inc	Insurance Policy 05/01/19 - 04/30/20	\$190,313.90
PO-19-1015	American Bankers Insurance Company of Florida	Flood Policy 05/01/19 - 04/30/20	\$4,935.00
PO-19-1016	Amazon	Book for T Sheehan & Art Paper Communications	\$56.45

<u>Warrant</u>	<u>Payable To</u>	<u>Description</u>	<u>Amount</u>
TR-270	Andrea Frith dba Andrea's Little Angels LLC	Reimb Exp Mar 19	\$208.80
TR-285	New Beginning Global Outreach Ministries Inc. dba Little Angels Learning Center	Reimb Exp Mar 19	\$696.00
TR-302	First Impressions Academy of Boynton Beach, Inc. dba First Impressions Academy	Reimb Exp Mar 19	\$3607.60

Children's Services Council
Walk-In Warrants List
April 25, 2019

PO Number	Vendor	Description	Total
PO-19-1017	Amazon	4 Mini PCs Badge Printing	\$559.96
PO-19-1018	American Express - AECPC	Domain Renewal cscpsc.xyz	\$37.99
PO-19-1019	JC Radio Group Inc.	Radio Air Time WPOM AMFM (Haitian Creole) Public Education	\$13,250.00
PO-19-1020	Sugar Broadcasting	Radio Air Time WSWN AMFM Public Education	\$14,500.00
PO-19-1021	Ron Bazil	Mileage Reimbursement Mar 2019	\$57.89
PO-19-1022	American Express - AECPC	Meeting Supplies Racial Equity Pillar Group #5 04/17/19	\$42.74
PO-19-1023	Wilson Rowan Locksmith Co	Rekey doors, replace cylinders, cut additional keys	\$408.50
PO-19-1024	American Express - AECPC	J Goodman - Rental Car - FPQC Conference 2019 - Tampa 04/04/19 - 04/05/19	\$35.92
PO-19-1025	American Express - AECPC	S Cooper - American Leadership PBC Lunch & Learn 04/30/19	\$25.00
PO-19-1026	American Express - AECPC	S Cooper - American Leadership PBC Lunch & Learn 05/14/19	\$25.00
PO-19-1027	Shana Cooper	Mileage Reimbursement Mar 2019	\$24.88
PO-19-1028	American Express - AECPC	M Abarca - Travel Expenses - DULCE National Forum - Arlington 05/13/19 - 05/17/2019	\$615.12
PO-19-1029	American Express - AECPC	M Abarca - Travel Expenses - Science Based Innovation Training - Cambridge 06/04/2019	\$550.00
PO-19-1030	City of Boynton Beach	Off Duty Police Detail	\$450.00
PO-19-1031	Amazing Results Landscaping Inc.	Landscape replacement various locations throughout site	\$9,640.00
PO-19-1032	GoldFax	Electronic Faxing Solution to email	\$1,559.88
PO-19-1033	American Express - AECPC	P Hahn - Payroll Law Training Seminar - 06/27/19	\$199.00
PO-19-1034	Sickle Cell Foundation	Amendment to Increase Computer Replacement Initiative Community Voice	\$3,395.00
PO-19-1035	CDW Government	ActionTech ScreenBeam 960 Wireless Display Receiver	\$898.89
PO-19-1036	Office Depot	Office Supplies Learning Center & staff	\$376.16
PO-19-1037	American Express - AECPC	2019 Wellness Fair Supplies 06/04/19	\$175.34
PO-19-1038	American Express - AEBTA	I Zayas, S Parker, A Lora - Flights - Summer Institute on Implementation Science - Chapel Hill 06/09/19 - 06/12/19	\$1,654.50
PO-19-1039	American Express - AECPC	S Parker - Travel Expenses - UNC Summer Institute on Implementation Science - Chapel Hill 06/09/19 - 06/12/19	\$693.97
PO-19-1040	American Express - AECPC	I Zayas - Travel Expenses - UNC Summer Institute on Implementation Science - Chapel Hill 06/09/19 - 06/12/19	\$693.97
PO-19-1041	American Express - AECPC	A Lora - Travel Expenses - UNC Summer Institute on Implementation Science - Chapel Hill 06/09/19 - 06/12/19	\$693.97
PO-19-1042	Promowearhouse	Promotional Items for funded agencies	\$11,736.38
PO-19-1043	Elizabeth Cayson	Mileage Reimbursement Mar 2019	\$284.38
PO-19-1044	American Express -AECPC	D Gotlib - Rental Car - FAHSC Quarterly Meeting - Orlando 04/22/19 - 04/25/19	\$205.19
PO-19-1045	Amazon	Supplies Celebrate Success 04/24/19	\$19.00
PO-19-1046	Enelda Panzarella	Mileage Reimbursement Apr 2019	\$12.53
PO-19-1047	American Express - AECPC	S Emerson - Application Leadership PBC	\$100.00
PO-19-1048	Office Depot	Monitor stand	\$17.99
PO-19-1049	American Express - AECPC	L Williams-Taylor and J Bartosek - FL Chamber of Commerce Breakfast 05/09/19	\$90.00
PO-19-1050	Triple P America	Triple P Training	\$31,245.00
PO-19-1051	American Express - AECPC	All Staff Meeting Supplies 04/24/19	\$76.27
PO-19-1052	Publix	E Sanchez Admin Professional's Day Meeting supplies	\$73.45
PO-19-1053	Jeffrey Meckler	Mileage Reimbursement Apr 2019	\$32.20
PO-19-1054	Office Depot	Office Supplies	\$61.77
PO-19-1055	Ketty Dominguez	HB Scholarship Mental Health	\$1,850.00
PO-19-1056	Beacon Group Inc	HSCPBC General Liability Insurance 04/19/19 - 04/19/20	\$653.00

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5B(2)

TITLE: Consent Agenda - Business
Proposed 2019-2020 Annual Budget

CSC STAFF: Debra Heim, Chief Financial Officer

SUMMARY:

Please see the accompanying notes to this proposed budget.

Ad valorem tax revenue to support the proposed budget amounts to \$122,545,850, net of 4% which has historically been uncollectible. The Ad Valorem revenue is based on a projected 5.9% increase in the total tax base within Palm Beach County and maintaining the current millage rate at .6403. This produces an increase in Ad Valorem revenue of 5.9% vs. prior year.

The proposed 2019-2020 CSC Annual Budget is submitted reflecting the budget of the Children's Services Council including its special revenue fund, which is also known as Prevention Partnerships for Children, Inc. The total proposed expenditures are \$136,552,123.

Of the total proposed \$136,552,123, Children's Programs Direct Services are budgeted for \$116,208,300 or 85.1% and Program Administrative Support is budgeted for \$10,640,312 or 7.79%, for a combined total of \$126,848,612 or 92.89% of the total budget. The Children's Programs Direct Services budget reflects a 2.66% or \$3,011,835 increase from 2018/2019. This increase is attributed to supporting needed growth and newly identified community needs. The Program Administrative Support budget reflects a 4.11% or \$419,625 increase.

The proposed budget for the administrative costs of the Council is \$5,772,511 representing a 3.23% or \$180,515 increase from the 2018/2019 budget. The proposed budget for capital expenses is \$35,000 for computer hardware and software, representing a 65% decrease or \$65,000.

The budget being proposed contains a projected 10% increase over the 2018/2019 health insurance premiums, a 4% total merit pool in correlation with staff performance evaluations and a 0.5% total pool for promotional increases.

RECOMMENDATION: For informational purposes only; no action required.

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
PROPOSED ANNUAL BUDGET
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	2018/19	2019/20	INCREASE	%
	<u>APPROVED/ REVISED BUDGET*</u>	<u>PROPOSED BUDGET</u>	<u>(DECREASE) DIFFERENCE</u>	<u>INCREASE (DECREASE)</u>
<u>REVENUES</u>				
AD VALOREM TAXES, net	\$ 115,718,460	\$ 122,545,850	\$ 6,827,390	5.90%
GRANT INCOME				
Department of Health/Agency for Health Care Administration	3,355,246	3,500,000	144,754	4.31%
Sub-Total Grant Income	3,355,246	3,500,000	144,754	4.31%
INTEREST INCOME	1,400,000	1,556,832	156,832	11.20%
INCOME FROM TENANTS	77,013	62,433	(14,580)	(18.93%)
OTHER INCOME	98,824	100,000	1,176	1.19%
CASH BALANCES BROUGHT FORWARD	12,210,846	8,787,008	(3,423,838)	(28.04%)
TOTAL	\$ 132,860,389	\$ 136,552,123	\$ 3,691,733	2.78%
<u>EXPENDITURES</u>				
CHILDREN'S PROGRAMS				
Direct Services	\$ 113,196,465	\$ 116,208,300	\$ 3,011,835	2.66%
Support Services	10,220,687	10,640,312	419,625	4.11%
Sub-Total Children's Programs	123,417,152	126,848,612	3,431,460	2.78%
ADMINISTRATIVE EXPENSES	5,591,996	5,772,511	180,515	3.23%
CAPITAL EXPENDITURES	100,000	35,000	(65,000)	(65.00%)
NON OPERATING EXPENSES				
Palm Beach County Property				
Appraiser Fees	840,440	842,961	2,521	0.30%
Palm Beach County Tax Collector Fees	2,410,801	2,553,039	142,237	5.90%
Sub-Total	3,251,241	3,396,000	144,759	4.45%
CONTINGENCY	500,000	500,000	-	0.00%
TOTAL	\$ 132,860,389	\$ 136,552,123	\$ 3,691,734	2.78%

PROPOSED MILLAGE RATE:

0.6403

0.6403

* Based on TRIM Packet approved by Council and for purposes of consistent presentation, Ad Valorem tax revenue for FY 2018/19 is shown net of \$4,821,603, a 4% reserve for uncollectible taxes.

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
PROPOSED ANNUAL BUDGET
OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	<u>GENERAL FUND</u>		<u>SPECIAL REVENUE FUND</u>		<u>2019 - 2020</u>	
			<u>PREVENTION PARTNERSHIPS</u>		<u>TOTAL BUDGET</u>	
			<u>FOR CHILDREN, INC.</u>			
REVENUES						
AD VALOREM TAXES, net	\$ 122,545,850	91.54%	-	0.00%	\$ 122,545,850	89.74%
GRANT INCOME						
Department of Health/Agency for Health Care Administration	3,500,000	2.61%	-	0.00%	3,500,000	2.56%
Sub-Total Grant Income	3,500,000	2.61%	-	0.00%	3,500,000	2.56%
INTEREST INCOME	1,556,832	1.16%	-	0.00%	1,556,832	1.14%
INCOME FROM TENANTS	62,433	0.05%	-	0.00%	62,433	0.05%
OTHER INCOME	100,000	0.07%	-	0.00%	100,000	0.07%
TRANSFER IN (OUT)	(2,686,781)	-2.01%	2,686,781	100.00%	-	0.00%
CASH BALANCES BROUGHT FORWARD	8,787,008	6.56%	-	0.00%	8,787,008	6.43%
TOTAL	\$ 133,865,342	100.00%	\$ 2,686,781	100.00%	\$ 136,552,123	100.00%
EXPENDITURES						
CHILDREN'S PROGRAMS						
Direct Services						
Program Services	\$ 111,798,019	83.52%	\$ 2,685,281	99.94%	\$ 114,483,300	83.84%
Special Funds and Other	50,000	0.04%	-	0.00%	50,000	0.04%
Public Education/Awareness	1,675,000	1.25%	-	0.00%	1,675,000	1.23%
Sub-total Direct Services	113,523,019	84.80%	2,685,281	99.94%	116,208,300	85.10%
Support Services						
Program Support Expenses	10,640,312	7.95%	-	0.00%	10,640,312	7.79%
Sub-total Support Services	10,640,312	7.95%	-	0.00%	10,640,312	7.79%
Sub-Total Children's Programs	124,163,331	92.75%	2,685,281	99.94%	126,848,612	92.89%
ADMINISTRATIVE EXPENSES	5,771,011	4.31%	1,500	0.06%	5,772,511	4.23%
CAPITAL EXPENDITURES	35,000	0.03%	-	0.00%	35,000	0.03%
NON OPERATING EXPENSES						
Palm Beach County Property Appraiser Fees	842,961	0.63%	-	0.00%	842,961	0.62%
Palm Beach County Tax Collector Fees	2,553,039	1.91%	-	0.00%	2,553,039	1.87%
Sub-Total Non Operating Expenses	3,396,000	2.54%	-	0.00%	3,396,000	2.49%
CONTINGENCY	500,000	0.37%	-	0.00%	500,000	0.37%
TOTAL	\$ 133,865,342	100.00%	\$ 2,686,781	100.00%	\$ 136,552,123	100.00%

MILLAGE RATE: 0.6403

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
 PROPOSED ANNUAL BUDGET
 GENERAL FUND
 OCTOBER 1, 2019 - SEPTEMBER 30, 2020

Expenses	Executive Administration	Talent & Operations	Finance	Program Services	Communications	Information Management	TOTALS
SALARIES	\$ 494,322	\$ 1,066,562	\$ 1,159,928	\$ 3,961,842	\$ 702,371	\$ 1,532,087	\$ 8,917,114
TEMPORARY PERSONNEL	-	-	-	15,000	-	-	15,000
FRINGE BENEFITS							
A. FICA-Social Security	21,772	62,934	67,828	239,313	41,248	91,026	524,121
B. FICA-Medicare	7,111	15,220	16,537	56,506	10,034	21,933	127,340
C. FL Unemployment	741	1,599	1,739	5,943	1,054	2,298	13,374
D. Workers' Comp	671	2,909	3,357	11,190	1,790	3,357	23,275
E. Health Plan	98,753	301,836	394,883	1,428,521	193,166	366,860	2,784,019
F. Retirement	78,359	164,931	140,256	496,885	84,258	171,258	1,135,948
G. Long Term Disability	1,728	4,152	4,225	14,907	2,673	5,073	32,758
H. Tuition Reimbursement	-	25,000	-	-	-	-	25,000
I. Retirement Health Savings	4,509	19,538	22,544	75,148	12,024	22,544	156,307
J. Short Term Disability	1,401	3,461	3,522	12,426	2,228	4,229	27,267
K. Other Fringe Benefits	3,600	15,600	18,000	60,000	9,600	18,000	124,800
L. Auto Allowance	7,000	-	-	-	-	-	7,000
Total Fringe Benefits	225,646	617,182	672,891	2,400,837	358,074	706,580	4,981,209
TOTAL PERSONNEL	719,968	1,683,744	1,832,819	6,377,679	1,060,445	2,238,667	13,913,323
TRAVEL							
A. Local Mileage	1,050	400	2,250	6,500	3,500	500	14,200
B. Staff Development / CSC Business-Related Travel	12,000	21,900	27,500	80,000	20,000	25,000	186,400
C. Council Member Travel	2,000	-	-	-	-	-	2,000
TOTAL TRAVEL	15,050	22,300	29,750	86,500	23,500	25,500	202,600
BUILDING SPACE							
A. Maintenance & Security	12,404	53,750	62,020	206,731	33,077	62,019	430,001
B. Utilities	4,269	18,500	21,346	71,153	11,385	21,346	147,999
C. Emergency Maintenance Fund	1,442	6,250	7,212	24,038	3,846	7,212	50,000
D. Quantum Park Property Owners Fees and Assessments	346	1,499	1,731	5,769	923	1,731	11,999
E. Non Ad Valorem Assessments	998	4,325	4,991	16,635	2,662	4,990	34,601
TOTAL BUILDING SPACE	19,459	84,324	97,300	324,326	51,893	97,298	674,600
COMMUNICATIONS							
A. Telecommunication (Voice/Data)	1,617	7,008	8,086	26,954	4,313	8,086	56,064
B. Postage	-	9,000	-	-	-	-	9,000
2019 Tax Notices	-	-	8,000	-	-	-	8,000
Total Postage	-	9,000	8,000	-	-	-	17,000
TOTAL COMMUNICATIONS	1,617	16,008	16,086	26,954	4,313	8,086	73,064
PRINTING & SUPPLIES							
A. Supplies	1,154	5,001	5,769	19,231	3,077	5,769	40,001
B. Meeting Supplies	1,400	7,250	700	5,000	300	100	14,750
C. Computer Supplies	-	-	-	-	-	15,000	15,000
D. Printing	50	400	400	1,000	300	500	2,650
TOTAL PRINTING & SUPPLIES	2,604	12,651	6,869	25,231	3,677	21,369	72,401

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
 PROPOSED ANNUAL BUDGET
 GENERAL FUND
 OCTOBER 1, 2019 - SEPTEMBER 30, 2020

Expenses	Executive Administration	Talent & Operations	Finance	Program Services	Communications	Information Management	TOTALS
OTHER EXPENSES							
A. Purchase of Service							
1. Legal	80,061	-	-	-	-	-	80,061
2. Audit	-	-	80,500	-	-	-	80,500
3. Consulting	-	66,500	7,500	108,628	50,000	28,000	260,628
4. Inspector General Fee	-	58,095	58,096	-	-	-	116,191
B. Insurance	195,378	-	-	-	-	-	195,378
C. Staff Development - In House	-	37,000	-	-	-	-	37,000
D. Dues	135,691	3,904	2,900	1,589	5,500	3,200	152,784
E. Background Checks/Fingerprinting	-	2,000	-	-	-	-	2,000
F. Subscriptions/Publications	2,700	55,658	1,850	1,500	6,000	-	67,708
G. Public Notices & Employment Ads	-	3,000	1,800	-	1,000	-	5,800
H. Copier Equipment	1,298	5,625	6,491	21,635	3,462	6,490	45,001
I. Computer Maint & Support	-	-	-	-	-	339,084	339,084
J. Banking Services	-	-	7,000	-	-	-	7,000
K. Investment Advisory Services	-	-	80,000	-	-	-	80,000
L. Service Awards & Recognition	-	6,200	-	-	-	-	6,200
TOTAL OTHER EXPENSES	415,128	237,982	246,137	133,352	65,962	376,774	1,475,335
TOTAL ADMINISTRATIVE EXPENSES	1,173,826	2,057,009	2,228,961	6,974,042	1,209,790	2,767,694	16,411,323
CAPITAL EXPENSES							
A. Furniture & Equipment	-	-	-	-	-	-	-
B. Computer Hardware	-	-	-	-	-	25,000	25,000
C. Computer Software	-	-	-	-	-	10,000	10,000
D. Building Improvements	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES	-	-	-	-	-	35,000	35,000
NON OPERATING EXPENSES							
A. Property Appraiser Fee	842,961	-	-	-	-	-	842,961
B. Tax Collector Fee	2,553,039	-	-	-	-	-	2,553,039
TOTAL NON-OPERATING EXPENSES	3,396,000	-	-	-	-	-	3,396,000
ALLOCATIONS CHILDREN'S PROGRAMS AND SPECIAL SERVICES							
A. Direct Funded Programs and Initiatives	-	-	-	111,798,019	-	-	111,798,019
B. Healthy Safe & Strong Fund	-	-	-	-	50,000	-	50,000
C. Public Education	-	-	-	-	1,345,000	-	1,345,000
D. Communications Technology	-	-	-	-	330,000	-	330,000
TOTAL ALLOCATIONS CHILDREN'S PROGRAMS AND SPECIAL SERVICES	-	-	-	111,798,019	1,725,000	-	113,523,019
CONTINGENCY	500,000	-	-	-	-	-	500,000
TOTAL BUDGET	5,069,826	2,057,009	2,228,961	118,772,061	2,934,790	2,802,694	133,865,342
Budget: Administrative Expenses	1,173,826	1,774,126	869,932	667,706	90,696	1,194,725	5,771,011
Budget: Capital Expenses	-	-	-	-	-	35,000	35,000
Budget: Children's Program: Direct Services	-	-	-	111,798,019	1,725,000	-	113,523,019
Budget: Children's Program: Support Services	-	282,884	1,359,029	6,306,336	1,119,094	1,572,969	10,640,312
Budget: Non-Operating Expenses	3,896,000	-	-	-	-	-	3,896,000
TOTAL BUDGET	\$ 5,069,826	\$ 2,057,009	\$ 2,228,961	\$ 118,772,061	\$ 2,934,790	\$ 2,802,694	\$ 133,865,342

Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget

1. Breakdown of Divisions/Departments

The budget is developed reflecting the functional and program operations within CSC. The functional and program operations as they appear on the detailed budget document are:

- A. Executive Administration** – reflects the costs associated with the CEO function and administration of the Children's Services Council, such as legal fees, insurance, and non-operating expenses for the Property Appraiser and Tax Collector.
- B. Talent & Operations** – consists of the Operations, Human Resources, Project Management and Talent Management departments.
- C. Finance** – Consists of the Accounting, Program Budget Oversight and Audit and Compliance departments.
- D. Program Services** – Reflects the costs associated with the funded children's programs and initiatives. In addition to funding from ad-valorem tax revenue there is financial support from the Department of Health and the Agency for Health Care Administration through the Healthy Start Coalition.
- E. Communications**- Reflects the costs associated with the Communications department.
- F. Information Management**- Reflects the costs associated with the Information Management department and Information Technology.

2. Personnel

- The proposed 2019/20 fiscal year budget contains funding for 104 approved positions, a 4% merit pool in correlation with staff performance evaluations and 0.5% for promotional increases.
- Fringe benefits are calculated at existing rates for FICA, Medicare and Florida Unemployment.
- Retirement is calculated at 10% of eligible salaries for employees hired on or after January 1, 2012. This percentage is based on the maximum exposure if a match is made depending on the employee's contribution. Prior to a hiring date of January 1, 2012, retirement is calculated at 13% of eligible salaries for employees employed ten years or less, 15% of eligible salaries for employees employed between eleven and fifteen years,

Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget

17% for employees employed between sixteen and twenty years, and 19% for employees employed twenty years or more.

- Workers' Compensation is calculated based on the formula supplied by CSC's insurance broker.
- Based on input from CSC's insurance broker and historical trends, health plan premiums have been projected at 10% over 2018/19 fiscal year rates to maintain coverage at existing levels.
- Long Term and Short Term Disability premiums are projected based on existing rates.
- Tuition reimbursements have been estimated based on anticipated usage for the 2019/20 fiscal year.
- Retirement Health Savings reflects an estimated amount based on historical expenditures.
- Other Fringe Benefits provides for enhancements or additions to the current benefit package offered by CSC and supports health related items; for this budget the entire amount is CSC's Wellness Plan which encourages employees to be proactive in their healthcare.

3. Travel

- The local mileage reimbursement rate is projected at \$0.58 per mile based on the Internal Revenue Service standard mileage rate for 2019. The mileage traveled for each position has been projected based on historical data.
- Staff Development / CSC business-related travel - Staff development reflects the expenses associated with CSC staff achieving their development plans. CSC business-related travel reflects the costs associated with CSC staff traveling on CSC related business. An amount has also been budgeted to provide for the costs of staff attendance at business meetings taking place outside of Palm Beach County.
- Council member travel is included to cover the costs relating to travel by Council members on CSC related business.

4. Building Space

- Amounts have been budgeted for Maintenance and Security based on existing contracts and anticipated contracts for those services at the 2300 High Ridge Road building as well as actual expenditures incurred through the normal operation of the

Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget

building. An additional \$50,000 is budgeted to provide for emergency repairs not covered under maintenance agreements. The amount budgeted is allocated by department based on the number of full-time equivalent (FTE) employees.

- Utilities are based on projected actual usage and historical data. The amount budgeted is allocated by department based on the number of full-time equivalent (FTE) employees.
- Quantum Park fees cover the costs charged by the Quantum Park Property Owners Association. The amount budgeted is allocated by department based on the number of full-time equivalent (FTE) employees.

5. Communications

- Telecommunication expenses are budgeted based on amounts being billed by various vendors for this item and reflect the costs associated with all telecommunication related expenses. The amount budgeted is allocated by department based on the number of full-time equivalent (FTE) employees.
- Postage includes the costs for routine mailings as well as amounts projected for costs associated with the mailing of special reports and newsletters produced by CSC.
- The cost of mailing the 2019 tax notices has been included as an expenditure in conformity with legislation which requires each taxing authority to reimburse the tax collector for its proportionate share of postage.

6. Printing & Supplies

- The anticipated costs for these items are based on planned expenditures, historical information, and projected price increases. Supplies includes anything related to office supplies, program supplies, meeting supplies, training supplies and/or computer supplies.
- Printing reflects the projected costs of producing various reports, posters and business cards.

7. Other Expenses

- Legal expenses reflect “not to exceed” amounts of contracts with outside counsel, if needed to assist with issues resulting from CSC's operations.
- Audit reflects the projected amounts for the CSC and Healthy Start Coalition annual

Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget

audits. Revenue is collected for the cost related to the Healthy Start Coalition audit expense.

- Consulting has been budgeted under various divisions as follows:
 - Talent & Operations - Consultants may be used for leadership and organizational learning services as well as for administrative services.
 - Finance – Consultants may be used to provide professional assistance or training.
 - Program Services – Research consultants will be engaged to do research as it relates to cost benefit analysis and special projects. Consultants may be used for evidence-based trainings and the variety of other training programs offered by CSC. Consultants are engaged to provide feedback as to the feasibility of bringing evidence-based programs to Palm Beach County as well as to assist in the evaluation of initiatives.
 - Communications - Consultants may be used to assist Communications in the use of translation services and surveys.
 - Information Management - Consultants may be used to assist Information Management in the maintenance and training of various databases and the equipment necessary to maintain these programs as well as security assessments, penetration testing and enhancements.

- The Inspector General fee is a charge for the Inspector General to investigate complaints and provide contract oversight.

- Insurance is made up of expenses related to non-benefit insurance premiums and budgeted based on information from insurance broker.

- Staff Development – In House is budgeted to cover the costs associated with training activities designed to enhance CSC staff knowledge and skills to support funded programs.

- Dues reflect the costs of memberships to various organizations to which CSC belongs.

- Background checks/fingerprinting are made up of background checks and fingerprinting expenses related to employees.

- Subscriptions & Publications reflect the costs of various "trade" magazines, journals,

Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget

curriculum, videos, and books.

- Public Notices and Employment Advertising include the cost of required advertising for public meetings and other CSC activities as well as costs associated with recruitment of CSC staff positions.
- Copier equipment reflects the cost of maintaining and leasing CSC's copier equipment. The amount budgeted is allocated by department based on the number of full-time equivalent (FTE) employees.
- Computer maintenance and support is provided to cover the costs of support for various software programs as well as the repair of the system for those items no longer covered by the manufacturer's warranty period.
- Banking and Investment Advisory services cover the costs of bank and investment advisory fees.
- Service Awards and Recognition cover the costs associated with awards and recognition to individuals and/or groups for their accomplishments and contributions to the work of the Children's Services Council.

8. Capital Expenditures

Capital Expenditures generally reflect the costs associated with the purchase or upgrade of furniture and equipment items and the costs of replacing and increasing CSC's information and data processing technology. The total cost associated with these items is \$35,000 for computer hardware and computer software.

9. Non-operating expenses

The Property Appraiser fee is projected based on historical data and the Tax Collector fee is estimated at 2% of Ad Valorem revenue based on the proposed millage rate.

10. Allocations Children's Programs and Special Services

The total proposed allocation to children's programs and initiatives plus special services as well as public education and communication technology (related to the EveryParent website and apps) is \$116,208,300.

11. Contingencies

An amount totaling \$500,000 has been budgeted.

**Children's Services Council
Notes to 2019/20 Fiscal Year Proposed Budget**

12. Ad Valorem Tax

Revenue is estimated to increase 5.9% based on an estimated increase in property tax values and maintaining the same millage rate .6403 as fiscal year 2018/19. The 5.9% increase in Property tax values are based on the projection from the Office of Economic Development and Research.

14. Grant Income

Grant income is budgeted to reflect grant income from the following:

- Federal and State dollars through the Department of Health and Agency of Health Care Administration through the Healthy Start Coalition to support CSC's operation of several Healthy Beginnings programs.

15. Other income

Other income reflects the revenues to be generated from tenant income and miscellaneous revenue.

16. Interest income

Interest income is projected based on current interest rate trends applied to average invested balances as anticipated by our investment advisor.

17. Cash balances brought forward

Fund balance will not fall below 27.5% of the subsequent year total budget in accordance with CSC's fund balance policy.

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: 5B(3)

TITLE: Consent Agenda - Business
Proclamation Declaring May 2019 as Teen Pregnancy Prevention Month

CSC STAFF: Alexandra Peralta, Program Officer; Delores Haynes, Program Officer;
Amy Lora, Evaluation Lead

SUMMARY:

In Palm Beach County during 2018, there were 585 births to teen mothers ages 15-19, and during that same year, about one-seventh (86) of those births were to teen mothers who already had at least one child, according to provisional early data. While still unacceptably high, the trend is positive: The teen birth rate per 1,000 girls ages 15 to 19 for the County overall is the lowest since at least 1995, the earliest year available. The birth rate per 1,000 girls among African-Americans is at an all-time low. Among White teens, the rate is among the lowest since 1998 although provisionally, it's up by a few tenths of a point to 14.5 in 2018.

While the teen birth rate in Palm Beach County has dropped more than 37 percent between 2011 and 2018, and the repeat teen pregnancy percentage has fallen by 5.6 percentage points in the same period, the vast majority of teens and adults still agree that schools, medical providers, faith-based and community organizations should be doing more to prevent teen pregnancy.

This matters because children of teen mothers are more likely to be born prematurely and at low birthweight. Only about half of teen mothers earn a high school diploma by age 22, compared to 90 percent of women without a teen birth, and less than 2 percent of mothers who have children before 18 have a college degree by age 30. Teenage mothers are also more likely to live in poverty and depend on public assistance. Children born to teen parents are more likely to have lower school achievement, enter the child welfare and correctional systems, drop out of high school and become teen parents themselves, compared to children born to older parents.

(Source: <http://www.ncsl.org/research/health/teen-pregnancy-prevention.aspx>)

The Teen Outreach Program® (known as TOP®) is a nationally replicated, evidence-based program, and is one of the most effective youth development programs for building teens' educational success, healthy behaviors and relationships, and life and leadership skills. As a result, teens are better able to navigate challenges during the teenage years and make healthy decisions. In the past year, CSC funded 41 TOP clubs through our three partnering provider agencies – Children's Home Society of Florida, Housing Partnership Inc. and Urban League of Palm Beach County. The TOP clubs are located in community- and school-based settings within high need, targeted geographic areas and serve nearly 700 youth in Palm Beach County.

One step to raise awareness is a Proclamation by the Council that May is Teen Pregnancy Prevention Month. This Proclamation is attached. A similar proclamation will be presented to the Palm Beach County Board of County Commissioners on May 7 and the Community Alliance on May 20.

Other activities in May include:

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

- All 41 TOP clubs will dedicate two weeks to health and wellness activities specific to teen pregnancy prevention, using lessons from the TOP curriculum.
- CSC will provide yellow bags for TOP club members, with the EveryParent app card, child safety SafeMap app card, and the 211 Teen Help Guide (also available online).
- Some TOP clubs will participate in the Prom Intuitive Project, along with completing the Basics Of Contraception Lesson.
- CSC Communications staff, working with the Palm Beach County School District Case Manager, has met in the past two years with about two dozen teen moms at John I. Leonard and Santaluces High Schools, as well as Crossroads Academy, Riviera Beach Prep and Worthington High School to present the EveryParent resources, offer guidance for navigating the website and apps to search for information, and solicit the teens' ideas on other types of information they would find helpful in raising their children. Communications team is also working with the District to provide similar information at additional schools in the future.

FISCAL IMPACT:

None

RECOMMENDATION:

I recommend the Council approve this Proclamation to raise awareness and recognize May 2019 as Teen Pregnancy Prevention Month in Palm Beach County.

PROCLAMATION

DECLARING MAY 2019 AS TEEN PREGNANCY PREVENTION MONTH

WHEREAS, in Palm Beach County during 2018, there were 585 births to teen mothers ages 15-19, the fewest in four years, and during that same year, about one-seventh (86) of those births were to teen mothers who already had at least one child, according to provisional early data; and

WHEREAS, the overall teen birth rate (14.9 per 1,000 girls) in Palm Beach County remains lower than the overall teen birth rate (16.7 per 1,000) in the state; and

WHEREAS, the rate (18.5) for births to African-American teen mothers ages 15-19 in Palm Beach County remains higher than the rate (14.5) for white teen mothers; and

WHEREAS, the African-American teen birth rate has dropped 49 percent since 2011 while the white teen birth rate has dropped 26 percent, resulting in a decrease in the racial disparity of teen birth rates overall in the county; and

WHEREAS, the overall repeat birth percentage (14.7 percent) in Palm Beach County rose slightly from last year, it remains lower than the overall percentage (15.0 percent) in the state; and

WHEREAS, children of teen mothers are more likely to be born prematurely and at low birthweight; and

WHEREAS, only about half of teen mothers earn a high school diploma by age 22, compared to 90 percent of women without a teen birth, and less than 2 percent of mothers who have children before 18 have a college degree by age 30. Teen pregnancy is closely linked to a number of critical social issues such as poverty, educational attainment, involvement in criminal justice and child welfare systems, and more; and

WHEREAS, nearly all teens and adults say that reducing teen pregnancy is a very effective way to reduce the high school dropout rate and improve academic achievement ; and

WHEREAS, while the teen pregnancy rate in Palm Beach County in 2018 was the lowest rate in more than 20 years and more than 37 percent lower than 2011, the vast majority of both teens and adults agree that schools, medical providers, faith-based and community organizations should do more to prevent teen pregnancy; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE COUNCIL OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY that the following will be observed:

May 2019 – Teen Pregnancy Prevention Month

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____

Thomas A. Sheehan, III
Attorney for Children's Services Council of Palm Beach County

BY: _____

Thomas P. Weber, Chair

BY: _____

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

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: Walk-In Agenda Item

TITLE: Increase for Summer Camp Scholarships

CSC STAFF: Amy Blechman, Program Officer

SUMMARY:

Since 1995, CSC and Palm Beach County have provided scholarships for children from families with low-incomes to attend summer day camps throughout the county. CSC's contract with Friends of Youth Services and Palm Beach County, Inc. implements the program through the Youth Services (YS) Department within Palm Beach County Government. For summer 2019, there will be more than 100 sites serving children, including those that are homeless or in foster care as well as children needing specialized camps. There are 29 Educational Enrichment sites this year. The school Educational Enrichment sites have a curriculum that they follow in an effort to improve reading scores for children enrolled, and they are staffed with licensed teachers.

The amount budgeted for Youth Services at the outset of FY 2018-19 was \$2.2 million. However, based on the number of applications, an additional \$1.7 million will be needed in order to serve all of the children and avoid placing children on a waitlist.

This agenda item would provide an increase of \$1,700,000, bringing the total amount of CSC funding for Summer Camp Scholarships to \$3,900,000, and allow the program to serve over 4,100 children in quality summer camp environments.

FISCAL IMPACT:

The additional cost of funding this item for FY 18/19 is \$1.7 million; the funds to support this increase will come from the fund balance, pursuant to a budget amendment. The "not to exceed" contract amount will increase from \$2.2 million to \$3.9 million for FY 18/19.

RECOMMENDATION:

I recommend the Council approve Resolution #19-008 authorizing the Chief Executive Officer to: i) amend the contract for an increase to the Friends of Youth Services and Palm Beach County, Inc. FY 2018-2019 Summer Camp Scholarship contract in an amount not to exceed \$1.7 million, for a total of \$3.9 million, to allow more scholarships to be made available so as not to have children be placed on a wait list; and; ii) to effect the necessary accompanying budget amendment on behalf of the Council.

RESOLUTION #19-008

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING AN AMENDMENT TO INCREASE THE CONTRACT WITH THE FRIENDS OF YOUTH SERVICES AND PALM BEACH COUNTY FOR FY2018-19 SUMMER CAMP SCHOLARSHIPS AND APPROVING THE ACCOMPANYING BUDGET AMENDMENT TO FUND THE INCREASE

WHEREAS, Since 1995, CSC and Palm Beach County have provided scholarships for children from families with low-incomes to attend summer day camps throughout the county; and

WHEREAS, CSC's contract with Friends of Youth Services and Palm Beach County, Inc. implements the program through the Youth Services (YS) Department within Palm Beach County Government; and

WHEREAS, for summer 2019, there will be more than 100 sites serving children, including those that are homeless or in foster care as well as children needing specialized camps, 29 Educational Enrichment sites this year, and the school Educational Enrichment sites have a curriculum that they follow in an effort to improve reading scores for children enrolled, and they are staffed with licensed teachers; and

WHEREAS, the amount budgeted for Youth Services at the outset of FY 2018-19 was \$2.2 million. However, based on the number of applications, an additional \$1.7 million will be needed in order to serve all of the children and avoid placing children on a waitlist; and

WHEREAS, this agenda item would provide an increase of \$1,700,000, bringing the total amount of CSC funding for Summer Camp Scholarships to \$3,900,000, and allow the program to serve over 4,100 children in quality summer camp environments; and

WHEREAS, the funds to support this increase will come from the fund balance, pursuant to a budget amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council authorizes the Chief Executive Officer to: i) amend the contract for an increase to the Friends of Youth Services and Palm Beach County, Inc. FY 2018-2019 Summer Camp Scholarship contract in an amount not to exceed \$1.7 million, for a total of \$3.9 million to allow more scholarships to be made available so as not to have children be placed on a wait list; and; ii) to effect the necessary accompanying budget amendment on behalf of the Council.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

Thomas Bean
Donald E. Fennoy, II, Ed.D.
Vincent Goodman

Thomas E. Lynch
Melissa McKinlay
James Martz
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas P. Weber, Chairman

BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

AGENDA ITEM SUMMARY
April 25, 2019 Council Meeting

AGENDA ITEM: Walk-In Agenda Item
TITLE: Increase for Summer Camp Scholarships
CSC STAFF: Amy Blechman, Program Officer

SUMMARY:

Since 1995, CSC and Palm Beach County have provided scholarships for children from families with low-incomes to attend summer day camps throughout the county. CSC's contract with Friends of Youth Services and Palm Beach County, Inc. implements the program through the Youth Services (YS) Department within Palm Beach County Government. For summer 2019, there will be more than 100 sites serving children, including those that are homeless or in foster care as well as children needing specialized camps. There are 29 Educational Enrichment sites this year. The school Educational Enrichment sites have a curriculum that they follow in an effort to improve reading scores for children enrolled, and they are staffed with licensed teachers.

The amount budgeted for Youth Services at the outset of FY 2018-19 was \$2.2 million. However, based on the number of applications, an additional \$1.7 million will be needed in order to serve all of the children and avoid placing children on a waitlist.

This agenda item would provide an increase of \$1,700,000, bringing the total amount of CSC funding for Summer Camp Scholarships to \$3,900,000, and allow the program to serve over 4,100 children in quality summer camp environments.

FISCAL IMPACT:

The additional cost of funding this item for FY 18/19 is \$1.7 million; the funds to support this increase will come from the fund balance, pursuant to a budget amendment. The "not to exceed" contract amount will increase from \$2.2 million to \$3.9 million for FY 18/19.

RECOMMENDATION:

I recommend the Council approve Resolution #19-008 authorizing the Chief Executive Officer to: i) amend the contract for an increase to the Friends of Youth Services and Palm Beach County, Inc. FY 2018-2019 Summer Camp Scholarship contract in an amount not to exceed \$1.7 million, for a total of \$3.9 million, to allow more scholarships to be made available so as not to have children be placed on a wait list; and; ii) to effect the necessary accompanying budget amendment on behalf of the Council.

RESOLUTION #19-008
(Subsequently revised after Council meeting discussion)

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
AUTHORIZING AN AMENDMENT TO INCREASE THE CONTRACT WITH THE FRIENDS OF
YOUTH SERVICES AND PALM BEACH COUNTY FOR FY2018-19 SUMMER CAMP
SCHOLARSHIPS AND APPROVING THE ACCOMPANYING BUDGET AMENDMENT TO
FUND THE INCREASE

WHEREAS, Since 1995, CSC and Palm Beach County have provided scholarships for children from families with low-incomes to attend summer day camps throughout the county; and

WHEREAS, CSC's contract with Friends of Youth Services and Palm Beach County, Inc. implements the program through the Youth Services (YS) Department within Palm Beach County Government; and

WHEREAS, for summer 2019, there will be more than 100 sites serving children, including those that are homeless or in foster care as well as children needing specialized camps, 29 Educational Enrichment sites this year, and the school Educational Enrichment sites have a curriculum that they follow in an effort to improve reading scores for children enrolled, and they are staffed with licensed teachers; and

WHEREAS, the amount budgeted for Youth Services at the outset of FY 2018-19 was \$2.2 million. However, based on the number of applications, an additional \$1.7 million will be needed in order to serve all of the children and avoid placing children on a waitlist; and

WHEREAS, this agenda item would provide an increase of \$1,700,000, bringing the total amount of CSC funding for Summer Camp Scholarships to \$3,900,000, and allow the program to serve over 4,100 children in quality summer camp environments; and

WHEREAS, the funds to support this increase will come from the fund balance, pursuant to a budget amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council authorizes the Chief Executive Officer to: i) amend the contract for an increase to the Friends of Youth Services and Palm Beach County, Inc. FY 2018-2019 Summer Camp Scholarship contract in an amount not to exceed \$1.7 million, for a total of \$3.9 million to allow more scholarships to be made available so as not to have children be placed on a wait list; and; ii) to effect the necessary accompanying budget amendment on behalf of the Council.

The foregoing Resolution was offered by Council Member _____ who moved its adoption. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

Thomas Bean
Donald E. Fennoy, II, Ed.D.

Vincent Goodman
Thomas E. Lynch
Melissa McKinlay
James Martz
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas P. Weber, Chairman

BY: _____
Lisa Williams-Taylor, Ph.D.
Chief Executive Officer

RESOLUTION #19-008 (Revised)

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING AN AMENDMENT TO INCREASE THE CONTRACT WITH THE FRIENDS OF YOUTH SERVICES AND PALM BEACH COUNTY FOR FY2018-19 SUMMER CAMP SCHOLARSHIPS AND APPROVING THE REPURPOSING OF UNDER EXPENDITURES TO FUND THE INCREASE

WHEREAS, Since 1995, CSC and Palm Beach County have provided scholarships for children from families with low-incomes to attend summer day camps throughout the county; and

WHEREAS, CSC's contract with Friends of Youth Services and Palm Beach County, Inc. implements the program through the Youth Services (YS) Department within Palm Beach County Government; and

WHEREAS, for summer 2019, there will be more than 100 sites serving children, including those that are homeless or in foster care as well as children needing specialized camps, 29 Educational Enrichment sites this year, and the school Educational Enrichment sites have a curriculum that they follow in an effort to improve reading scores for children enrolled, and they are staffed with licensed teachers; and

WHEREAS, the amount budgeted for Youth Services at the outset of FY 2018-19 was \$2.2 million. However, based on the number of applications, an additional \$1.7 million will be needed in order to serve all of the children and avoid placing children on a waitlist; and

WHEREAS, this agenda item would provide an increase of \$1,700,000, bringing the total amount of CSC funding for Summer Camp Scholarships to \$3,900,000, and allow the program to serve over 4,100 children in quality summer camp environments; and

WHEREAS, the funds to support this increase will come from amounts identified as under expenditures that (a) have been removed from other program contracts or (b) are budget line items, whether program or administrative, that no longer will be spent on the purpose identified in the budget, without amending contracts that are under expended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council authorizes: (i) the repurposing of under expenditures as identified above to be used for summer scholarships, in an amount not to exceed \$1.7 million, and (ii) the Chief Executive Officer to amend the contract for an increase to the Friends of Youth Services and Palm Beach County, Inc. FY 2018-2019 Summer Camp Scholarship contract in an amount not to exceed \$1.7 million, for a total of \$3.9 million to allow more scholarships to be made available so as not to have


children be placed on a wait list, with the \$1.7 million increase funded by said repurposed under expenditures.

The foregoing Resolution was offered by Council Member Jose Luis Rodriguez, Esq. who moved its adoption. The motion was seconded by Council Member Thomas E. Lynch and upon being put to a vote, the vote was as follows:

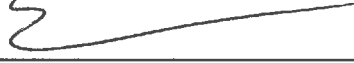
Thomas Bean	YES
Donald E. Fennoy, II, Ed.D.	ABSENT
Vincent Goodman	YES
Thomas E. Lynch	YES
Melissa McKinlay	ABSENT
James Martz	YES
Dennis Miles	YES
Debra Robinson, M.D.	ABSENT
Jose Luis Rodriguez, Esq.	YES
Thomas P. Weber	YES


The Chairman thereupon declared the Resolution duly passed and adopted this 25th day of April, 2019.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

BY: 
Thomas A. Sheehan, III
Attorney for Children's Services Council
of Palm Beach County

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: 
Thomas P. Weber, Chairman

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

CEO Report

April 25, 2019

Chief Executive Officer Report

Follow-up from Council Meeting

EveryParent Question Follow-up

- After the EveryParent campaign presentation on March 28, one question was posed about the education level of users. We did not ask education level in the survey and plan to add that question in the next bi-annual survey (FY 2019-2020). Other metrics for EveryParent users include:
- In a November 2018 survey of EveryParent users, 40 percent of users who responded identified themselves as non-Caucasian. That included 22 percent Hispanic or Latino, 11 percent African-American, 5 percent Haitian/Creole, and 2 percent Other.
- Among EveryParent users, 42 percent have 2018 household income below \$50,000 (Survey). The median household income in Palm Beach County in 2017 was \$57,256 (Census).
- The median household income for EveryParent users surveyed was lower than the median household income for non-users (\$61,400 for users and \$67,300 for non-users).
- 56 percent of EveryParent users surveyed have lived in Palm Beach County for fewer than 10 years, and 25 percent of users have lived here for more than 20 years.
- Most users, 69 percent, are between the ages of 25 and 44.
- While the majority of users are female, about one-quarter, 22 percent, are male.

Drowning Prevention Coalition Question Follow-up

Regarding swim lesson vouchers, a question was posted about whether children receive enough instruction to not be afraid of the water, but not enough to learn how to swim.

The Drowning Prevention Coalition (DPC) funds swim lessons in two ways—individual vouchers and lessons for groups such as summer camps or child care centers. For a voucher, a family fills out an application on-line, answering basic questions and establishing need. DPC Manager issues the voucher through the mail with an informational letter listing the 19 pools in the county where DPC vouchers are accepted. The parent/guardian calls the pool and sets up the lessons. Participating pools bill DPC once a month. A child can receive a second voucher if the pools confirms the child attended the lessons. Special needs children can receive up to three vouchers.

The goal of the first series of swim lessons is for the child to achieve Level 1 Water Safety Skills, including entering and exiting the water safely, learning to submerge mouth, nose and eyes and swimming five feet. The second series of lessons is for the child to obtain Level 2 Water Safety skills, including submerging entire head and swimming 15 feet on front and 10 feet on back. Once a child has Level 2 Water Safety skills, the child is ineligible from obtaining vouchers.

For the summer camps, they bring the children in groups. Again, once a child has Level 2 Water Safety Skills, the camp cannot place the child in a group that receives swim lessons funded by the Drowning Prevention Coalition. Of course, the camp can pay for group swim lessons for those children.

All children learn how to swim at different rates. Hopefully, a child who has attended all 12-16 lessons with two vouchers would have basic water safety skills, but it is not guaranteed. It is made clear to parents that the voucher is meant to introduce a child to water safety. It also is emphasized that parents must always watch their children around water.

Program Updates

TMW Community Demonstration Project

Over the next five years, CSC will work with the TMW Center for Early Learning + Public Health at the University of Chicago to become the first community demonstration site in the United States. We will embed the TMW evidence-based suite of interventions across Palm Beach County in newborn units in hospitals, pediatric offices and to groups in community-based settings. This five-year partnership will both deliver important information to Palm Beach County families about promoting young children's earliest cognitive development and inform the TMW Center through a longitudinal evaluation.

CSC will release an RFP on April 29, 2019 seeking an individual, clinic or agency to recruit and support pediatric offices in implementing TMW-Well Baby. The selected provider will also join the core workgroup as it refines the intervention. The annual budgeted amount for the scope of work outlined should not exceed \$125,000. We expect to seek approval from the Council to enter into a contract at the August Council meeting.

Great Ideas Initiative Success Story

In 2016, CSC launched the Great Ideas Initiative to acknowledge and support nonprofits in the community doing great work to help youth grow up healthy, safe and strong. In 2018, CSC issued its third year of funding for GII to non-CSC funded organizations with annual operating budget of less than \$1 million. Twenty organizations were awarded up to \$50,000 each, for a total of \$856,543 in funding. The First Presbyterian Church was of the 20 organizations.



Art for the Soul is a program designed by the First Presbyterian Church to offer elementary children in the Lake Worth community, who could not otherwise afford it, the opportunity to participate in arts and academic tutoring programs at no cost. The program provides access to laptop computers, electronic piano keyboards and audio-visual equipment during the weekly lessons. As a result of the GII funding, Art for the Soul has been able to install a newly equipped computer lab and music room with piano keyboards, clarinets and guitars.



All classes are held on Saturday mornings from 9 a.m. to 1 p.m. for 42 weeks. Professional teachers and student volunteers from BAK Middle School of the Arts and Dreyfoos School of the Arts lead the classes. In addition to the regular class instructions, students may use the labs to practice under teacher supervision. English lessons are

also available to parents of the students.



Since English is a second language for many of the children, tutoring classes emphasize reading, math and language skills. The visual arts program offers basic and advance drawing skills and can accommodate up to 80 students annually. Instrumental music classes are taught at the beginning and advance levels. During a Fall and Spring Art Exhibition and Music Recital, students present their work to the community.

Great Ideas Initiative Request for Proposals

In January 2015, the Council approved the utilization of under expenditures to fund the Great Ideas Initiative. This initiative was designed to encourage nonprofits to creatively address a community need or fuel a pilot project that benefits Palm Beach County's children and their families.

Since 2016, CSC has funded 70 initiatives, awarding almost \$2 million dollars through the Great Ideas Initiative. Through the development of the GII Growth Fund in 2018, six of the 2016 awardees received organizational capacity grants, totaling over \$283,000 in funding.

The 2019 GII Request for Proposals will be available in May 2019. Nonprofit organizations who have not been funded by CSC previously who have been in operation for at least 2 years, are in good standing with the IRS, are registered with the Florida Department of Agriculture, and have an annual operating budget of less than \$1 million are eligible to apply. Proposers will be asked how their proposals address one of the action areas of the Birth to 22: United for Brighter Futures Youth Master Plan. Funding requests for the following are not eligible:

- Hunger relief efforts (CSC provides over \$430,000 annually towards hunger relief through the Food Bank and United Way)
- Capital expenditures greater than \$10,000 in total (no vehicles)*
- Housing or shelter programs*
- Children's safety equipment
- Special needs equipment
- Summer camp scholarships
- Medical expenses (individual treatments, co-payments, deductibles, medication, or supplies)*.

As previously noted to the Council, 2019 GII refinements include:

- Electronic Application Process;
- Inclusion of community members on the annual review team;
- Greater emphasis on direct community involvement in program design, implementation and support to achieve mutually agreed-upon goals using imagination and innovation;
- Funding request eligibility limitations identified with an * above.

In addition to the annual GII Requests For Proposals, the Great Ideas Initiative this year will also include Grassroots Student-Led Grant Making as described in the March 2019 Board meeting, and the GII Capacity Building Pipeline as described in this Board packet.

Events

2019 First First South Florida Regional Robotics Competition

More than 3,000 students visited the Palm Beach Convention Center to take part in the FIRST® DEEP SPACE competition on March 27th – 30th. CSC's Chief Technology Officer, Robert Kurimski, supported the event as a Judge for the 2nd year. With over 60 teams competing, this event was action packed and exciting for everyone involved with overwhelming support for STEAM throughout our community.



Communications Update

Outreach

- **Universities:** Communications is presenting at local colleges and universities to introduce CSC and EveryParent to full time and working adult students enrolled in health and social service programs. We believe this is a good opportunity to inform students, before they graduate and begin working about the resources and programs available and funded through Children's Services Council and how families can be referred.
 - Presentations have been made to classes at the Phyllis and Harvey Sandler School of Social Work, FAU's Boca Raton campus, and the Fire & Safety Program at Barry University, Palm Beach Gardens. Additional presentations have been approved for the Health Services Administration Program at Keiser University; the MacArthur School of Leadership & School of Nursing Program at Palm Beach Atlantic University; and the College of Nursing Program at the Belle Glade and Palm Beach Gardens campuses of Palm Beach State College.
 - Presentations times have been requested at the Ron & Kathy Assaf College of Nursing Program at Nova Southeastern University, Palm Beach Gardens; the Medical Assistant Program at Florida Career College, West Palm Beach; and the School of Social Work Program at Barry University, Palm Beach Gardens.

- **Safe Kids Day:** Safe Kids Palm Beach County distributed about 600 free bike helmets to children at the annual Safe Kids Day at Palm Beach Outlets. The event on April 13 highlighted what parents can do to protect their children. After getting their new bicycle helmets properly fitted, children showed off their riding skills in activities organized by the School District of Palm Beach County. Every child also received a free drawstring backpack courtesy of Children's Services Council. More than 40 nonprofits and government agencies participated in the day's events, including Palm Beach Children's Hospital at St. Mary's Medical Center and Good Samaritan Medical Center.
- **2019 Spring Book Distribution:** For the seventh consecutive spring, CSC will distribute "A Book for EveryChild" for students Pre-K through 5th grade in traditional and charter public schools. The project is part of the National Grade-Level Reading Campaign and helps to decrease summer learning loss while emphasizing the importance of reading with and to your children. More than 103,000 books will be distributed to more than 140 schools this year, raising CSC's total books distributed through this program since 2013 to more than 800,000. The new project name replaces the "Happily Ever After Begins With Reading" campaign. To celebrate "A Book for EveryChild," the Communications Division produced a video with students and media specialists at S.D. Spady Elementary in Delray Beach and Dr. Mary McLeod Bethune Elementary in Riviera Beach. In addition to the book, each student will receive a bookmark promoting the 50th anniversary of the Palm Beach County Library System and the system's "summer books bingo" game.
- **New Posters:** On the walls of the Ebbale Room are two new posters to promote mentoring programs and our 20-year-long partnership with United Way. We provided 100 copies of each poster, showing boys and girls, to the Mentor Center at UW for distribution to all their programs. Additional posters are in place throughout the CSC building. Credit for developing the information and data goes to Senior Mentoring Initiative Director Gary Graham at UW and CSC Program Officer Nancy Esparza.

Q2 FY 2018-2019 Media Expenditures Report

Per Council Resolution # 18-015 adopted August 2, 2018, the charts below summarize second quarter (Q2 – January 1, 2019, through March 31, 2019) and year-to-date media expenditures by Children's Services Council. Audience data are based on measurements provided by the medium to any advertiser in that medium.

Definitions for charts:

Print: Circulation multiplied by number of ads, and targeted email blasts recipients

TV: Unduplicated number of individuals or households exposed to TV ad or program at least once during the average week for a reported time period.

Radio: Net Reach = The number of different people who hear the message at least one time.

Theater: Average number of viewers per seating during the ad campaign period.

Billboards: OOH = out of home ad views based on location and traffic patterns

Web: Measures “impressions/reach” as any served ad unit that appears on a page to a reader who has gone to that page, and the contents of that page have fully downloaded.

Social Media: Paid (promoted) posts on Facebook, and Twitter and YouTube reach.

Total Digital: Includes ad placement on multiple websites, geotargeting (theaters), and Pandora audio and banner ads.

Media Expenditures			
Q2, FY 2018-2019			
Medium	Cost	Audience Reached	Per Target
Print	\$ -	0	
TV * PBS only, no metrics	\$ 15,390	0	
Radio	\$ 48,947	1,023,400	\$ 0.048
Theaters	\$ -	0	
Billboards	\$ 74,732	26,056,324	\$ 0.003
Total Digital	\$ -	0	
Total Paid Social Media	\$ 31,369	2,322,037	\$ 0.014
Total/Average	\$ 170,438	29,401,761	\$ 0.006
YTD Media Expenditures through March 31, 2019			
Medium	Cost	Audience Reached	Per Target
Print	\$ 11,023	102,183	\$ 0.108
TV * PBS only, no metrics	\$ 19,800	-	
Radio	\$ 87,728	2,063,100	\$ 0.043
Radio (Spanish, Creole)	\$ -	-	
Theaters	\$ 16,260	252,000	\$ 0.065
Billboards	\$ 144,032	55,239,589	\$ 0.003
Total Digital	\$ 53,150	3,307,755	\$ 0.016
Radio (Pandora)	\$ 30,000	1,821,525	\$ 0.016
Websites (Ideabar)	\$ 11,000	285,751	\$ 0.038
Theater Mobile Retarget	\$ 12,150	1,200,479	\$ 0.010
Social Media	\$ 52,492	3,641,447	\$ 0.014
Total/Average	\$ 384,485	64,606,074	\$ 0.006

Staff Accomplishments

Employee Service Award



Allison Ronayne, celebrated her 5-year anniversary with CSC in April. The Council congratulates Allie and thanks her for her 5 years of service!

The Council congratulates staff members celebrating service anniversaries this quarter (January through March, 2019):

NAME	YEARS OF SERVICE
Shay Tozzi	19
Martha Lynch	18
Laura Fleischman	16
Tempera Graham	16
Tanya Palmer	15
Charice Robinson	14
Jeanne Reid	14
Regina Battle	13
Kim Lu	13
Christy Potter	13
Tom Sheehan	13
Ron Bazil	13
Kim Maxwell	11
Mike Roedel	11
Elsa Sanchez-Vahamonde	11
Delores Haynes	5
Deidra Gibson	4
Jennifer Coleman	4
Elizabeth Clark	3
Elizabeth Cayson	2
Shaundelyn Emerson	2
Jiun Wong	2
Debbie Heim	1