

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

May 28, 2020 Council Meeting – 4:30 p.m.

Via Skype/Teleconference

Agenda

Agenda Item:

Reference #:

1. Call to Order

A. Invocation

2. Minutes

A. April 23, 2020 Council Meeting

1

Recommendation: I recommend the Council approve the Minutes of the April 23, 2020 Council Meeting as presented.

3. Public Comment – Agenda Items

A. Email

B. Phone

4. Council Committees:

- Finance Committee
 - Items for Approval:
 - April 23, 2020 Minutes
 - April 30, 2020 Financial Statements
 - Resolution #20-018 Approving Marcum LLP as the Audit Firm to engage for a five consecutive year engagement for audit services for the fiscal years ending 9/30/2020 through 9/30/2024.
 - Items Discussed (no action required):
 - Monthly Investment Report for April 30, 2020
 - Proposed Budget for FY 2020-2021
- 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

2

6. Program

1. Resolution #20-013 Authorizing United Way of Palm Beach County Hunger Relief Initiative Support

Recommendation: I recommend the Council approve Resolution 20-013 authorizing the Chief Executive Officer to execute an agreement with United Way of Palm Beach County for the Mobile Summer Breakspot Program allocating \$30,000 per year for the next three fiscal years, beginning with FY2020-21, effective October 1, 2020, subject to annual TRIM and budget approval by the Council.

- 2. Update on Summer Programming and Resolution #20-017 Authorizing Amendment to Prime Time's Contracts to Support Summer Programming 3

Recommendation: I recommend the Council approve Resolution 20-017 authorizing the Chief Executive Officer to execute an amendment to Prime Time's contracts transferring \$50,000 of under expenditures from Contract #693 (STEAM) and increasing Contract #632 (ELO) from an allocation of \$3,163,736 to \$3,213,736 to allow for the development of content and needed supplies for the Expanded Learning Resource Portal as a support to families and summer camp providers, effective May 29, 2020.

B. Business

- 1. Warrants List 4

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

- 2. Resolution #20-014 Authorizing a Two-Year Extension of Gehring Group Contract 5

Recommendation: I recommend the Council approve Resolution #20-014 authorizing an exception to the five-year procurement requirement and authorize the Chief Executive Officer to enter into a two-year contract amendment for Employee Benefits Broker Services with Gehring Group, Inc.

6. **Non Consent Agenda**

A. Program – N/A

B. Business

- 1. Resolution # 20-015 Formalizing the Council Finance Committee 6

Recommendation: I recommend the Council approve Resolution #20-015 formalizing the Finance Committee and Adopting the Finance Committee Policy effective May 28, 2020.

- 2. Resolution # 20-016 Establishing a Human Resources Committee 7

Recommendation: I recommend the Council approve Resolution #20-016 establishing a Human Resources Committee and Adopting the Human Resources Committee Policy effective May 28, 2020.

C. For Informational Purposes Only – N/A

7. **Walk-In Items**

8. **Election of Finance and Human Resources Committee members** (upon approval of 6.B. 1 and 2)

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

10. Legal Reports

- A. Annual Financial Statement Filing – Reminder – Mailed out by Commission on Ethics in mid to late May, Due July 1, 2020.
- B. TRIM Public Hearing Dates – September 10, 2020 and September 24, 2020 at 5:01 pm

11. Public Comment – Non Agenda Items

- A. Email
- B. Phone

11. Council Comments

12. Adjournment

**AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting**

AGENDA ITEM: 2A

TITLE: Minutes – April 23, 2020 Council Meeting

RECOMMENDATION:

I recommend the Council approve the Minutes of the April 23, 2020 Council Meeting as presented.

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

SKYPE Meeting

April 23, 2020, 4:30 pm

MINUTES

1. Call to Order

Chair Bean called the meeting to order at 4:30 p.m.

Present via Skype/Call:

Thomas Bean

Kathleen Kroll

Melissa McKinlay

Dennis Miles

Debra Robinson, M.D.

Jose Luis Rodriguez

Thomas P. Weber

Excused: Vince Goodman; Donald E. Fennoy II, Ed.D.

Chair Bean noted the following for the record:

If you have called in as a member of the public or submitted a comment via e-mail, please hold all comments until we reach the time for Public Comment on our agenda.

This is a reminder to the Council and any public participants that this meeting is open to the public by telephone and a "virtual" quorum is permitted pursuant to the Governor's Executive Order #2020-69.

2. Minutes

A. March 19, 2020 Council Meeting

A motion by McKinlay/Kroll to approve the Minutes of the March 19, 2020 Council meeting as presented was approved by unanimous vote.

B. March 26, 2020 Council Meeting

A motion by McKinlay/Kroll to approve the Minutes of the March 26, 2020 Council meeting as presented and ratify all actions taken at that meeting was approved by unanimous vote.

3. Public Comment – Agenda Items – N/A

No public comments via e-mail or via telephone.

4. Council Committees:

A. Finance Committee

Chair Bean stated that the Finance Committee met via Skype to review the following:

- March 19, 2020 Minutes
- February 29, 2020 and March 31, 2020 Financial Statements

- Investment advisors, PFM Asset Management, LLC, recommendation that the Council revise the Investment Policy to permit Intergovernmental Pools/Local Government Investment Pools (LGIPs) in CSC's portfolio to hold up to a 50% maximum per Issuer. The Committee approved this recommendation.

The Finance Committee requests Council approval of: March 19, 2020 Minutes; the February 29, 2020 and March 31, 2020 Financial Statements; and revision of the Investment Policy to permit LGIPs in CSC's portfolio to hold up to a 50% maximum per Issuer.

A motion by McKinlay/Robinson to approve the recommendation of the Finance Committee as presented, including the decision to change the Investment Policy for Intergovernmental Pools/Local Government Investment Pools (LGIPs), was approved by unanimous vote.

The Finance Committee reviewed a preliminary budget for Fiscal Year 2020-2021 and Five Year Budget Forecast. Due to Covid-19, there are many areas of uncertainty at this time including:

- Ability to collect outstanding Ad Valorem Tax Revenues for the Fiscal Year 2019-2020.
- Level of under expenditures for FY 2019-2020.
- Projected assessed property tax value may be reduced.
- Homeowner ability to pay their property taxes.
- Impact of federal legislation (CARES Act) allowing federally backed mortgages to suspend mortgage payments for up to 180 days.
- Differing needs of Provider in FY 2020-2021.
- Interest earnings related to interest rates and available cash.

Due to above factors, the budget used the assumptions set forth in last month's 5-Year Forecast. The proposed budget will be updated again for Fiscal Year 2020-2021 in preparation for the May Finance Committee meeting.

No action is required at this time.

B. Personnel Committee – N/A

5. Consent Agenda

- A. Additions, Deletions, Substitutions – N/A
- B. Items to be Pulled for Discussion – N/A
- C. Adoption of the Consent Agenda and Walk-in Warrants List

A motion by Weber/McKinlay to approve the Consent Agenda including the Walk-In Agenda Item and approve the Walk-in Warrants list was approved by unanimous vote.

6. Non Consent Agenda

- A. Program

1. Resolution # 20-010 Authorizing Reimbursement for Childcare Providers

CEO, Lisa Williams-Taylor requests approval to continue to pay our childcare providers, including Head Start, and provide tiered reimbursements through June 30th. This is in alignment with the state for childcare and federal government for Head Start. Staff is not seeking to continue to fund after school programs in School District and in municipalities settings.

A motion by Robinson/McKinlay to approve Resolution #20-010 as presented was approved by unanimous vote. Jose Luis Rodriguez, Esq. abstained.

7. **Walk-In Items – N/A**

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

Lisa Williams-Taylor stated that we shared a video with the Council of a parent that received services from one of our providers. We will continue to share videos as we get them, as it is nice to see how providers are continuing to provide services in this environment. Currently, all of our providers continue to provide services to our community.

The CEO reviewed some highlights from her Report.

9. **Legal Reports**

Debra Gotlib reminded the Council that forms for filing Financial Statements should be received by mid to late May and the due date to file is July 1, 2020.

10. **Public Comment – Non-Agenda Items**

No public comments via e-mail or via telephone.

11. **Council Comments – N/A**

12. **Adjournment**

The meeting was adjourned at 4:56 pm.

Vincent Goodman, Secretary

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

RESOLUTION #20-018

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING AN AGREEMENT WITH MARCUM, LLP

WHEREAS, the Children's Services Council of Palm Beach County (the "Council") established a mandatory rotation policy limiting an auditor's engagement under contract to five consecutive years; and

WHEREAS, in accordance with such a mandatory rotation policy a Request for Proposals was issued for an audit firm; and

WHEREAS, Marcum, LLP was the highest ranked auditing firm by the Auditor Selection Committee; and

WHEREAS, the Finance Committee has approved the selection of Marcum, LLP and has recommend that the Council approve Marcum, LLP as the Council's auditor; and

WHEREAS, the Council desires to enter into an agreement with Marcum, LLP for such auditing services; and

WHEREAS, the Council also desires to authorize the Chief Financial Officer to begin negotiations with Marcum, LLP as soon as possible;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Chief Financial Officer is authorized to negotiate with Marcum, LLP and the Chief Executive Officer is authorized to enter into the necessary agreement(s) for auditor services with Marcum, LLP for the period June 1, 2020 through September 30, 2024 in an amount not to exceed \$261,479, subject to the Council's annual budget and TRIM approval process.

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
Kathleen Kroll
Melissa McKinlay
Dennis Miles
Jose Luis Rodriguez, Esq.
Debra Robinson, M.D.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Debra E. Gotlib
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Chair

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

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

AGENDA ITEM: 5A(1)

TITLE: **Consent Agenda – Program**
Resolution #20-013 Authorizing United Way of Palm Beach County Hunger Relief Initiative Support

CSC STAFF: Cady Sandler, Community Planning & Partnerships Officer

SUMMARY:

According to Feeding America’s ‘Map the Meal Gap’ report, as of 2017 approximately 12.9% of Palm Beach County residents were considered to be food insecure, including 19.0% of children. Although the rate of food insecurity has lessened since United Way of Palm Beach County’s (UWPBC) Hunger Relief Initiative began, hunger is still an issue and is higher among households with children, especially children under the age of five.

CSC has provided funding for the Hunger Relief Initiative since FY2017-2018. This contract will provide \$30,000 per year for three years to UWPBC to support the continuation of the Mobile Summer BreakSpot (MSBS) program in the Glades and/or the expansion of the program (including afterschool meals) to Greenacres. MSBS is a mobile meal program that delivers meals to children outside of normal school hours and days (for example after school, weekends, and during the summer) and in locations more convenient to children (for example, housing communities). MSBS works by identifying areas with large populations of children who are food insecure and have fewer access to resources; works with the community and municipalities to establish buy-in for the program; and provides opportunities for education and engagement in addition to meals to encourage children to participate.

Funding may be used to support program costs associated with expanding and implementing MSBS and the afterschool meals program.

FISCAL IMPACT:

The total cost of funding this item for FY 2020-21 is \$ 30,000 and the total cost to fund this initiative over the three-year period (FY 2020-21 through FY 2022-23) is \$90,000. The funds to support this agenda item are budgeted in the Program strategy budget.

RECOMMENDATION:

I recommend the Council approve Resolution #20-013 authorizing the CEO to execute an agreement with United Way of Palm Beach County for the Mobile Summer Breakspot Program allocating \$30,000 per year for the next three fiscal years, beginning with FY2020-21, effective October 1, 2020, subject to annual TRIM and budget approval by the Council.

RESOLUTION #20-013

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING UNITED WAY OF PALM BEACH COUNTY HUNGER RELIEF INITIATIVE SUPPORT

WHEREAS, according to Feeding America's 'Map the Meal Gap' report, as of 2017 approximately 12.9% of Palm Beach County residents were considered to be food insecure, including 19.0% of children; and

WHEREAS, although the rate of food insecurity has lessened since United Way of Palm Beach County's (UWPBC) Hunger Relief Initiative began, hunger is still an issue and is higher among households with children, especially children under the age of five; and

WHEREAS, CSC has provided funding for the Hunger Relief Initiative since FY2017-2018 and staff is recommending entering into a new contract that will provide \$30,000 per year for three years to UWPBC to support the continuation of the Mobile Summer BreakSpot (MSBS) program in the Glades and/or the expansion of the program (including afterschool meals) to Greenacres; and

WHEREAS, MSBS is a mobile meal program that delivers meals to children outside of normal school hours and days (for example after school, weekends, and during the summer) and in locations more convenient to children (for example, housing communities); and

WHEREAS, MSBS works by identifying areas with large populations of children who are food insecure and have fewer access to resources; works with the community and municipalities to establish buy-in for the program; and provides opportunities for education and engagement in addition to meals to encourage children to participate; and

WHEREAS, funding may be used to support program costs associated with expanding and implementing MSBS and the afterschool meals program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council approves this resolution authorizing the Chief Executive Officer to execute an agreement with United Way of Palm Beach County for the Mobile Summer Breakspot Program allocating \$30,000 per year for the next three fiscal years, beginning with FY2020-21, effective October 1, 2020, subject to annual TRIM and budget approval 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
Kathleen J. Kroll
Melissa McKinlay
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Debra E. Gotlib
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Chairman

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

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

AGENDA ITEM: 5A(2)

TITLE: **Consent Agenda – Program**
Update on Summer Programming and Resolution #20-017 Authorizing Amendment to Prime Time’s Contracts to Support Summer Programming

CSC STAFF: Tanya Palmer, Chief Program Officer

SUMMARY:

CSC funds summer camp scholarships through the Palm Beach County Youth Services Department (YSD) at community, county, municipality, and School District based summer camp programs. These scholarships are offered to children 5-13, and are based on an income eligibility (150% of the Federal Poverty Level). Scholarships are offered to older children (up to age 17) who are part of at-risk groups, such as special needs, foster care, and DJJ involved youth. Last year, almost 4,000 children were able to be served through the summer camp program operated by YSD.

Delivery of Services:

As a result of COVID-19, the implementation of summer camp has been dramatically altered. Previously, YSD had approved 119 camps to enroll children with a camp scholarship. In April, YSD surveyed the camp providers to understand their plans for the summer.

Out of 119 camps, 90 responded. Forty-four of those sites are at school district locations. Twenty-two of those are School District camps, and will not operate this summer. Another 22 are private camps that lease space from the School District. Many of those are looking for alternate locations, including appealing to the School Board for consideration to allow the use of select school locations in high need communities. These camps will not operate if they cannot find a suitable location. Currently, YSD is collaborating with the Early Learning Coalition (ELC) to brainstorm and identify locations that could serve as alternate camp locations. ELC has been working with DOH licensing on ways they would be able to assist with the summer camp situation. Licensing is committed to providing expedited visits to ascertain exemption or provision of a license in addition to expediting the health and safety checklist.

A majority of the camps responded that they would offer a virtual/in person hybrid camp program. YSD is in the process of reaching out to each camp provider, individually, to determine exactly what the camp’s plans are, and how much capacity each site will have to serve children in-person. This work is still in progress. As of May 15, only 11 programs have responded that they will offer full in-person camp, and approximately 60 camps indicated a virtual/in-person hybrid camp. Actual capacity of the camps are still being determined, though it is clear, at this point, that supply will be severely constrained. It should be emphasized that numbers will continue to change as additional camps respond with their plans and as more programs open later in the summer.

In addition to the summer camp experiences available through YSD, full day care for school age children is available to children served by school readiness dollars and CSC scholarships through the Early Learning Coalition. Typically, between 2,000-3,000 children receive out of school (OST) care for the summer through the Early Learning Coalition. As of May 15, approximately 54% of community based child care providers are open and caring for children in-person. More providers have indicated that they are looking

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

to re-open in June. ELC is working to provide them with the necessary masks and cleaning supplies to assist in the re-opening. Capacity will continue to be limited as providers are working to remain within the child to staff ratios of 1:9 and other appropriate recommendations from CDC.

YSD has released a survey to parents whose children were qualified for the summer camp scholarship programs to ascertain their plans for their children, which may have changed since submitting an application at the end of March. While many parents may have a need for summer camp because they will be returning to work, others have expressed concern about sending their child to an in-person camp. YSD anticipates that the survey results will assist in helping to understand the demand versus the available supply for both in-person camp as well as virtual experiences.

While information continues to be gathered on the final supply in-person full-day summer programming, it is clear that programming that can be delivered virtually will be an important component for this summer. Surveys from camps and other providers indicate the challenges associated with developing high quality content that can be delivered virtually and the great need for it.

Prime Time has re-imagined its model for high-quality summer programming, pivoting to serve children both virtually and with camps that are adhering to the CDC guidelines, including the early care and education sites currently serving essential workers. Prime Time will complement what is being offered with a variety of engaging and fun activities for children to do at home or at summer camp.

Prime Time is taking a multi-pronged approach to addressing the needs of children, their families, our workforce and partners and will be working to execute the following:

- Create a centralized Expanded Learning Resource Portal for OST professionals and families to access content from Prime Time's Expanded Learning Opportunities (ELO) partners
- Continue to provide virtual professional development, and check in with and emotionally support OST practitioners
- Use Google Classroom to allow Prime Time staff and practitioners to maintain a daily schedule of activities for youth, including social emotional learning and social connections, in addition to the Expanded Learning Resource Portal

Prime Time would post ELO content, set up practitioners to facilitate activities and host virtual check-ins with youth, and alert families of resources and opportunities to cognitively engage and socially connect their children. Content would be updated weekly, and the emphasis will be live, interactive programming and low-tech options. Opportunities would also be available to promote social and emotional skill-building, needed now more than ever as our children and youth cope with the stress of COVID-19. (*see sample below*)

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Sample weekly schedule of the Expanded Learning Resource Portal

PRIME TIME ELO SUMMER CAMP – SAMPLE					
TIME*	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00	ART/ MUSIC/ AUDIOVISUAL	*LIVE*	PARENTAL SUPPORT	WELLNESS / FITNESS	ECO-CONCIOUS
10:00 – 11:00	TECHNOLOGY/STEM	ART/ MUSIC/ AUDIOVISUAL	*LIVE*	PARENTAL SUPPORT	WELLNESS / FITNESS
11:00 -12:00	SCIENCE/ STEM	TECHNOLOGY/STEM	ART/ MUSIC/ AUDIOVISUAL	*LIVE*	PARENTAL SUPPORT
12:00 – 1:00	FUN EDUCATIONAL CONTENT	SCIENCE/ STEM	TECHNOLOGY/STEM	ART/ MUSIC/ AUDIOVISUAL	*LIVE*
1:00 – 2:00	ECO-CONSCIOUS	FUN EDUCATIONAL CONTENT	SCIENCE/ STEM	TECHNOLOGY/STEM	ART/ MUSIC/ AUDIOVISUAL
2:00 -3:00	WELLNESS / FITNESS	ECO-CONSCIOUS	FUN EDUCATIONAL CONTENT	SCIENCE/ STEM	TECHNOLOGY/STEM
3:00 – 4:00	PARENTAL SUPPORT	WELLNESS / FITNESS	ECO-CONSCIOUS	FUN EDUCATIONAL CONTENT	SCIENCE/ STEM
4:00 – 5:00	*LIVE*	PARENTAL SUPPORT	WELLNESS / FITNESS	ECO-CONSCIOUS	FUN EDUCATIONAL CONTENT

Prime Time will also offer direct-service activities in multiple languages in the following areas: Summer games and themed challenges, culture and languages, technology, arts, music and theatre, social and emotional learning, physical fitness, leadership development and career exploration, academics to include a summer spelling bee and Math Party, project-based learning, and virtual field trips. Examples of these activities are reflected below in this sample calendar of potential offerings or offerings may be directly accessed by families via Prime Time’s website.

An example of a weekly schedule for OST programs is below:

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00- 9:30 a.m.	Morning Circles – Sharing time	Morning Circles – Sharing time Spanish	Morning Circles – Sharing time	Morning Circles – Sharing time Creole	Morning Circles – Sharing time
9:30 – 10:00 a.m.	online safety for youth	Pen Pals/ Drawing or writing Letters to others	Reading Club – Read-a-loud	Sign language classes	Virtual Buddy Program
10:00-10:30 a.m.	Discover Art from other countries Virtual travel	Physical Fitness Work out circuit	Career Day	Physical Fitness Yoga class	Show and Tell-
10:30 -11:00 a.m.	Family Feud	Scavenger hunt	Trivia	Bingo	Virtual Jeopardy
11:00 -12:00 p.m.	Spelling Bee Prep	Teen Advisory Council	Virtual TV/Talent Show	Marketing for Youth	Math Party

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FISCAL IMPACT:

The total cost associated with developing content for the Expanded Learning Resource Portal and supporting practitioners and camps will not to exceed \$232,000. No additional dollars are needed as funds are available within the Prime Time's ELO Contract (#632) and the remaining \$50,000 can be transferred from Prime Time's STEAM contract (#693) which has under expenditures due to adjustments in programming related to COVID-19.

RECOMMENDATION:

I recommend the Council approve Resolution 20-017 authorizing the Chief Executive Officer to execute an amendment to Prime Time's contracts transferring \$50,000 of under expenditures from Contract #693 (STEAM) and increasing Contract #632 (ELO) from an allocation of \$3,163,736 to \$3,213,736 to allow for the development of content and needed supplies for the Expanded Learning Resource Portal as a support to families and summer camp providers, effective May 29, 2020.

RESOLUTION #20-017

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING AMENDMENT TO PRIME TIME'S CONTRACTS TO SUPPORT SUMMER PROGRAMMING

WHEREAS, CSC funds summer camp scholarships through the Palm Beach County Youth Services Department (YSD) at community, county, municipality, and School District based summer camp programs; and

WHEREAS, these scholarships are offered to children 5-13, and are based on an income eligibility (150% of the Federal Poverty Level). Scholarships are offered to older children (up to age 17) who are part of at-risk groups, such as special needs, foster care, and DJJ involved youth; and

WHEREAS, last year, almost 4,000 children were able to be served through the summer camp program operated by YSD; and

WHEREAS, Prime Time is working with ELC, the School District, DOH licensing and summer camp providers to find innovative ways to offer a summer camp experience to as many children as possible this summer; and

WHEREAS, a majority of the camps are planning a virtual/in-person hybrid camp program. YSD in the process of reaching out to each camp provider individually to determine exactly what the camps plans were, and how much capacity each site would have to serve children in person; and

WHEREAS, actual capacity of the camps are still being determined, though it is clear that at this point, supply will be severely constrained and numbers will continue to change as additional camps respond with their plans and as more programs open later in the summer; and

WHEREAS, in addition to the summer camp experiences available through YSD, full day care for school age children is available to children served by school readiness dollars and CSC scholarships through the Early Learning Coalition; and

WHEREAS, typically, between 2,000-3,000 children receive out of school (OST) care for the summer through the Early Learning Coalition; and

WHEREAS, as of May 15, approximately 54% of community based child care providers are open and caring for children in-person; and

WHEREAS, capacity will continue to be limited as providers are working to remain within the child: staff ratios of 1:9 and other appropriate recommendations from CDC; and

WHEREAS, Prime Time has re-imagined its model for high-quality summer programming, pivoting to serve children both virtually and with camps that are adhering to the CDC guidelines, including the early care and education sites currently serving essential

workers and Prime Time will complement what is being offered with a variety of engaging and fun activities for children to do at home or at summer camp; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council approves this resolution authorizing the Chief Executive Officer to execute an amendment to Prime Time's contracts transferring \$50,000 of under expenditures from Contract #693 (STEAM) and increasing Contract #632 (ELO) from an allocation of \$3,163,736 to \$3,213,736 to allow for the development of content and needed supplies for the Expanded Learning Resource Portal as a support to families and summer camp providers, effective May 29, 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
Kathleen J. Kroll
Melissa McKinlay
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____
Debra E. Gotlib
Attorney for Children's Services Council of Palm Beach County

BY: _____
Thomas Bean, Chairman

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

AGENDA ITEM SUMMARY
May 28, 2020 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
Walk-In Warrants List
May 28, 2020

PO Number	Vendor	Description	Total
PO-20-955	PBC Literacy Coalition	Computer Replacement Initiative - Amendment	\$1,380.00
PO-20-956	American Express - AECPC	S Emerson - Leadership ENGAGE PBC Application Fee	\$100.00
PO-20-957	Elizabeth Cayson	Tuition Reimbursement Elizabeth Cayson class HLTH 9001 ending on 05/04/2020	\$5,250.00
PO-20-958	Michelle Rodriguez	HB Scholarship Mental Health	\$79.00
PO-20-959	Elizabeth Wilson	HB Scholarship Mental Health	\$89.00
PO-20-960	Lara Cunningham	HB Scholarship Mental Health	\$2,568.44
PO-20-961	Philip Henry	HB Scholarship Mental Health Supervision (qualified supervisor Elizabeth Wilson)	\$2,600.00
PO-20-962	Carrie Longest	HB Scholarship Mental Health Supervision (qualified supervisor Cindy Dietrich)	\$1,200.00
PO-20-963	American Express - AECPC	AT&T Voice Data Services - May 2020	\$1,339.70
PO-20-964	KarBel Multimedia	Graphic Design - Infographic Road Map ASQ Screenings	\$1,200.00

Children's Services Council
Warrants List
May 28, 2020

PO Number	Vendor	Description	Total
PO-20-893	SHI International Corp.	Netwrix Active Directory Auditing tools	\$873.10
PO-20-894	American Express - AECPC	News Service Florida Annual Subscription May 2020 - April 2021	\$1,695.00
PO-20-895	KDT Solutions	Toner	\$89.11
PO-20-899	American Express - AECPC	Paint Supplies	\$529.92
PO-20-900	American Express - AECPC	Annual Operating Permit, Dept. of Health lift station 2020-2021	\$204.86
PO-20-901	Junction International	Translation of content EveryParent email nurture to Spanish, Haitian, and Creole	\$250.00
PO-20-902	Healthy Start MomCare Network Inc	Well Family System Database	\$11,207.51
PO-20-903	American Express - AECPC	Teen Triple P Open Enrollment Level 4 Standard Training - S Holtje June 2020	\$2,520.00
PO-20-904	NAVEX Global Inc	PolicyTech Emergency Document Access Subscription	\$346.99
PO-20-905	American Express - AECPC	Paint Supplies	\$103.55
PO-20-906	Children's Home Society	Computer Replacement Initiative	\$21,350.00
PO-20-907	Cady Sandler	Mileage - April 2020	\$8.74
PO-20-908	American Express - AECPC	AT&T Phone Data Services - April 2020	\$1,339.70
* PO-20-909	THE TALENTED TEEN CLUB INC	Distribution of supplies to teens	\$5,000.00
PO-20-910	SHI International Corp.	Phones to support conference rooms	\$618.75
* PO-20-911	Christians Reaching Out to Society	Distribution of Food	\$15,000.00
* PO-20-912	FAULK CENTER FOR COUNSELING	Therapy children, parents families with children	\$20,000.00
* PO-20-913	Grandma's Place	Respite families with developmentally delayed children	\$13,500.00
* PO-20-914	Boys & Girls Club	Farm to Family Initiative	\$24,000.00
PO-20-915	Junction International	Translations to Spanish and Creole - Mother's and Father's Day	\$470.00
PO-20-916	B&H	Replacement scanner Finance	\$879.99
* PO-20-917	UNITED FARMERS ALLIANCE INC	Purchase Distribution of Food	\$25,000.00
* PO-20-918	THE ALLIANCE FOR EATING DISORDERS AWARENESS INC	Therapy children/parents with eating disorders	\$4,000.00
PO-20-919	CARRIE BLANCHARD	HB Scholarship Mental Health Clinical Supervision of Delacia Parks	\$180.00
PO-20-920	Mutual Mobile	Develop new features within EveryParent apps Things to Do	\$24,075.00
PO-20-921	Promowearhouse	Masks for CSC Staff	\$1,124.35
* PO-20-922	PROJECT L.I.F.T.	Therapy services teens	\$33,040.00
PO-20-923	Florida Dept. Children & Families	Fee service agreement ACCESS employees to supply outreach public assistance application	\$22,500.00
PO-20-924	American Express - AECPC	Webinar Training - Broward County Bar Association	\$15.00
PO-20-925	American Express - AECPC	Government Finance Officers Assoc Cert of Achievement Review Fee	\$460.00
PO-20-926	American Express - AECPC	CyberData SIP Paging Server	\$526.10
PO-20-927	American Express - AECPC	Dumpster Rental	\$440.00
PO-20-928	American Express - AECPC	Paint Supplies	\$57.49
PO-20-929	American Express - AECPC	Balance of Sun Sentinel subscription	\$27.72
PO-20-930	American Express - AECPC	Cloudinary Annual Subscription EveryParent App development	\$528.00
PO-20-931	American Express - AECPC	Github Annual Subscription EveryParent Website	\$240.00
PO-20-932	Proforma Communications Group	12500 CSC Baby Guide Folders & Delivery to 5 Locations	\$9,265.00
PO-20-933	American Express - AECPC	Annual Subscription to Sun-Sentinel 05/25/2020 - 04/26/2021	\$360.36
PO-20-934	American Express - AECPC	Kahoot annual subscription renewal	\$120.00
** PO-20-935	School District of PBC	Amendment to increase Specialist in Evaluation Test Position	\$1,193.00
PO-20-936	QSR International (Americas)	NVIVO new licenses maintenance to support existing licensing	\$5,620.00
PO-20-937	SHI International Corp.	Netwrix Auditor Active Directory	\$135.30
PO-20-938	American Express - AECPC	Dumpster Rental	\$440.00
PO-20-939	A1 Certified Backflow Protection	Annual backflow test recertification for potable and non-potable" (water).	\$360.00
PO-20-941	Amazon.com	Disposable masks	\$145.04
PO-20-942	Debbie Manigat	Tuition Reimbursement Debbie Manigat	\$5,250.00
PO-20-943	American Express - AECPC	Paint Supplies	\$309.30
PO-20-944	American Express - AECPC	Mentimeter - Website subscription to create presentations with real-time feedback - Team account	\$721.03
PO-20-945	Outside Pubs	Books to PBC Courthouse	\$250.00
PO-20-946	American Express - AECPC	Spray bottles with triggers	\$230.00
PO-20-947	American Express - AECPC	Waterproof labels chemicals	\$40.55
PO-20-948	American Express - AECPC	2.5 gallon HDPE containers	\$113.51
* PO-20-949	EAT BETTER LIVE BETTER	Distribution of supplies	\$10,000.00
* PO-20-950	Emanuel Jackson Sr. Project	Supplies and essentials	\$11,200.00
PO-20-951	QUADIENT LEASING USA	Postage Machine Lease (\$696 per quarter)	\$1,392.00
PO-20-952	Leadership PBC	Leadership PBC Engage application fee	\$100.00
PO-20-953	American Express - AECPC	11x17 Laminating Carrier Pouches	\$22.99
PO-20-954	Alisha Winn	Oral History Racial Equity Student Project	\$40,000.00

* To be paid from Contingency Funds and Under Expenditures

** Pending Prevention Partnerships for Children, Inc. Board Approval

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

AGENDA ITEM: 5B(2)

TITLE: **Consent Agenda - Business**
Resolution # 20-014 Authorizing a Two-Year Extension of Gehring Group Contract

CSC STAFF: Shay Tozzi, Director of Human Resources and Operations

SUMMARY:

In September 2015, following a competitive procurement for Employee Benefits Broker Services, CSC entered into contract with The Gehring Group, Inc. (Gehring). The original contract was for the period October 1, 2015-September 30, 2018, with the option for two additional one-year terms.

CSC procurement procedures require that an RFP will be issued for a new insurance broker at least every five years. As such, we would now be in the early stages of the procurement process, in time to enter into a contract with a newly selected broker by October 1, 2020.

Staff is seeking approval from the Council to waive the 5-year competitive procurement requirement and permit the CEO to enter into a two-year amendment to the existing contract for the following reasons:

- 1) Gehring has been an excellent resource for CSC as we navigate the many HR challenges during the COVID-19 pandemic. They continue to be an important and often consulted resource for us.
- 2) A transition at this time may have a negative impact on our ability to provide the most up-to-date information and support to our staff at this critical time.
- 3) Gehring has agreed to enter into a contract amendment with CSC for the next two years at the current rate of up to \$75,000 per year which includes a \$55,000 flat fee and an annual \$20,000 marketing/placement fee. (CSC has not paid the \$20,000 marketing fee for the last 5 years);
- 4) Gehring has been successful at obtaining consistently high quality health insurance and wellness benefits for CSC staff for the past 5 years.
- 5) They have also had considerable success in negotiating favorable rates, including no health insurance rate change between 2019 and 2020.

FISCAL IMPACT:

The total cost of funding this item for FY 2020-21 will not exceed \$75,000. The cost for funding for the 2-year extension will not exceed \$150,000 for the period October 1, 2020-September 30, 2022. The funds to support this agenda item are budgeted in the Administrative budget in the Health Plan line item.

RECOMMENDATION:

I recommend the Council approve Resolution #20-014 authorizing an exception to the five-year competitive procurement requirement and authorizing the CEO to enter into amendment with Gehring Group, Inc., extending the contract by two years, in an amount not to exceed \$150,000 for the period October 1, 2020-September 30, 2022.

RESOLUTION #20-014

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING A TWO-YEAR EXTENSION OF GEHRING GROUP CONTRACT

WHEREAS, in September 2015, following a competitive procurement for Employee Benefits Broker Services, CSC entered into contract with The Gehring Group, Inc. (Gehring); and

WHEREAS, the original contract was for the period October 1, 2015-September 30, 2018, with the option for two additional one-year terms; and

WHEREAS, CSC procurement procedures require that an RFP will be issued for a new insurance broker at least every five years; and

WHEREAS, we would be in the early stages of the procurement process, in time to enter into a contract with a newly selected broker by October 1, 2020; and

WHEREAS, Staff is seeking approval from the Council to waive the 5-year competitive procurement requirement and permit the CEO to enter into a two-year amendment to the existing contract for the following reasons: i) Gehring has been an excellent resource for CSC as we navigate the many HR challenges during the COVID-19 pandemic. They continue to be an important and often consulted resource for us; ii) a transition at this time may have a negative impact on our ability to provide the most up-to-date information and support to our staff at this critical time; iii) Gehring has agreed to enter into a contract amendment with CSC for the next two years at the current rate of up to \$75,000 which includes a \$55,000 flat fee and an annual \$20,000 marketing/placement fee. (CSC has not paid the \$20,000 marketing fee for the last 5 years); iv) Gehring has been successful at obtaining consistently high quality health insurance and wellness benefits for CSC staff for the past 5 years; v) they have also had considerable success in negotiating favorable rates, including no health insurance rate change between 2019 and 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council approves this resolution authorizing an exception to the five-year competitive procurement requirement and authorizing the Chief Executive Officer to execute a two-year contract amendment for Employee Benefit Broker Services with Gehring Group, Inc., in an amount not to exceed \$150,000 for the period October 1, 2020-September 30, 2022.

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
Kathleen J. Kroll
Melissa McKinlay
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Debra E. Gotlib
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Chairman

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

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

AGENDA ITEM: 6B(1)

TITLE: **Non Consent Agenda - Business**
Resolution # 20-015 Formalizing the Finance Committee and Adopting the Finance Committee Policy

CSC STAFF: Lisa Williams-Taylor, Ph.D., CEO

SUMMARY:

Prior Resolutions of the Council created the Audit Committee, which was later replaced by the Finance Committee. Duties of the committee were outlined, but a formal process for member selection, composition, and rotation was not established.

In order to formalize the Finance Committee the CEO proposes the following Finance Committee Policy:

The Finance Committee shall consist of a minimum of four committee members. Members will include the Chair of the Council; another nominated Council member and two external Palm Beach County residents, with a background in finance. CEO and other CSC staff are not members of the Committee, but will serve in an advisory capacity. The Committee will meet on the same schedule as the full Council, unless otherwise decided by the Committee.

Nominations for Finance Committee membership will be reviewed every two years in the month of February, following the annual officer elections. Nominations for external members may be made by any member of the Council between January 1st and February 15th by submitting names, along with a CV, for external candidates, to the Council Liaison, for review by the Finance Committee and recommendation to the full Council.

The Committee members will select a Chair and a Vice-Chair, who must be CSC Board members, at the first Finance Committee after the annual elections. Any member of the Finance Committee may remain on the committee, but must be re-nominated by the Council every two years. Vacancies will be filled as soon as practicable.

The responsibilities of the Finance Committee are as follows:

1. Review an annual budget prepared by staff; make revisions thereto as the Finance Committee deems appropriate; submit such annual budget to the Council for its review and approval.
2. Review the Council's revenues, expenditures, balance sheet and other matters relating to the Council's continued solvency.
3. Develop and periodically review the policies governing the investment and use of CSC's funds and make recommendations to the full Council for approval, as appropriate.
4. Review CSC investments with staff on a monthly, quarterly and annual basis.
5. Review and approve staff's selection of banks and investment advisors and submit for approval to the full Council, as applicable.
6. Review fiscal related policies and make recommendations to the full Council for approval.

AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting

7. Consistent with F.S. 218.391 the Finance Committee will serve as the Auditor Selection Committee of the Council and, in such capacity will establish criteria for the selection of the auditor and review the recommendations of a separately convened auditor review panel comprised of Finance Committee members and qualified individuals recommended by staff and approved by the Finance Committee. The Finance Committee will present a slate of ranked auditing firms to the full Council for final selection and approval.
8. Review with the auditor CSC's audit reports and the Comprehensive Annual Financial Report (CAFR).
9. Review any other fiscal matters brought for review by the CEO or CFO and present to the full Council for approval, as applicable.

For FY19-20 elections will follow the approval of the committee and policy.
This Resolution replaces prior Resolutions #01-044, #14-005, and #19-023.

FISCAL IMPACT:

None.

RECOMMENDATION:

I recommend the Council approve Resolution #20-015 formalizing the Finance Committee and Adopting the Finance Committee Policy, effective May 28, 2020.

RESOLUTION #20-015

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY FORMALIZING THE FINANCE COMMITTEE AND ADOPTING THE FINANCE COMMITTEE POLICY

WHEREAS, Prior Resolutions of the Council created the Audit Committee, which was later replaced by the Finance Committee; and

WHEREAS, Duties of the committee were outlined, but a formal process for member selection, composition, and rotation were not established.

WHEREAS, the Council seeks to formalize the membership, the selection process and duties of the Finance Committee; and

WHEREAS, the CEO has proposed a Finance Committee Policy; and

WHEREAS, the Council wishes to adopt the following as its Finance Committee Policy:

The Finance Committee shall consist of a minimum of four committee members. Members will include the Chair of the Council; another nominated Council member and two external Palm Beach County residents, with a background in finance. CEO and other CSC staff are not members of the Committee, but will serve in an advisory capacity. The Committee will meet on the same schedule as the full Council, unless otherwise decided by the Committee.

Nominations for Finance Committee membership will be reviewed every two years in the month of February, following the annual officer elections. Nominations for external members may be made by any member of the Council between January 1st and February 15th by submitting names, along with a CV, for external candidates, to the Council Liaison, for review by the Finance Committee which will make a recommendation to the full Council.

The Committee members will select a Chair and Vice-Chair, who must be CSC Board members, at the first Finance Committee after the annual elections. Any member of the Finance Committee may remain on the committee, but must be re-nominated by the Council every two years. Vacancies will be filled as soon as practicable.

The responsibilities of the Finance Committee are as follows:

1. Review an annual budget prepared by staff; make revisions thereto as the Finance Committee deems appropriate; submit such annual budget to the Council for its review and approval.
2. Review the Council's revenues, expenditures, balance sheet and other matters relating to the Council's continued solvency.
3. Develop and periodically review the policies governing the investment and use of CSC's funds and make recommendations to the full Council for approval, as appropriate.
4. Review CSC investments with staff on a monthly, quarterly and annual basis.
5. Review and approve staff's selection of banks and investment advisors and submit for approval to the full Council, as applicable.
6. Review fiscal related policies and make recommendations to the full Council for approval.
7. Consistent with F.S. 218.391 the Finance committee will serve as the Auditor Selection Committee of the Council and, in such capacity establish criteria for the selection of the auditor and review the recommendations of a separately convened auditor review panel comprised of Finance Committee members and qualified individuals recommended by staff and approved by the Finance Committee. The Finance Committee will present a slate of ranked auditing firms to the full Council for final selection and approval.

8. Review with the auditor CSC's audit reports and the Comprehensive Annual Financial Report (CAFR).
9. Review any other fiscal matters brought for review by the CEO or CFO and present to the full Council for approval, as applicable. and

WHEREAS, this Resolution formalizing the Finance Committee and adopting the Finance Committee Policy, replaces prior Resolutions #01-044, #14-005, and #19-023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council approves this Resolution adopting the above Finance Committee Policy effective May 28, 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
 Kathleen J. Kroll
 Melissa McKinlay
 Dennis Miles
 Debra Robinson, M.D.
 Jose Luis Rodriguez, Esq.
 Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____
 Debra E. Gotlib
 Attorney for Children's Services Council of Palm Beach County

BY: _____
 Thomas Bean, Chairman

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

RESOLUTION #01-044

**RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF
PALM BEACH COUNTY ESTABLISHING AN AUDITOR'S SELECTION COMMITTEE
AND COMPETITIVE AUDITOR SELECTION PROCEDURES**

WHEREAS, the Children's Services Council of Palm Beach County ("Council") is required, under Section 218.391 F.S., to establish an auditor selection committee and competitive auditor selection procedures.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY that:

1. In the event that (i) the Council desires to reexamine retention of its existing auditor or has determined to retain a new auditor, or (ii) the Council's existing auditor has severed its relationship as the Council's auditor, the Board will follow the procedures for selecting and auditor set forth in §218.391(3), Florida Statutes.
2. The following individuals are hereby appointed as members of the initial auditor selection committee to make recommendations to the Board (i) as to whether the Council should reexamine retention of its existing auditor or retain a new auditor, and (ii) to make recommendations to the Board, as appropriate, in selecting an auditor using the procedures in §218.391(3) F.S.:

Pamela Dunston
David Harris
Bonnie Weaver

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

Kathy Adams	ABSENT
Pamela T. Dunston	YES
David Harris	YES
Art Johnson	YES
Thomas Lynch	YES
Karen Martin	ABSENT
Tony Masilotti	ABSENT
David May	YES
Bonnie Weaver	YES
Eleanor F. Weinstock	YES

The Chairman thereupon declared the resolution duly passed and adopted this 28th day of June 2001.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

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

BY: Pamela T. Dunston
 Pamela T. Dunston, Chair

BY: Gaetana D. Ebole
 Gaetana D. Ebole,
 Chief Executive Officer

RESOLUTION #14-005

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING THE ESTABLISHMENT OF A COUNCIL FINANCE COMMITTEE

WHEREAS, by Resolution #01-044 the Children's Services Council of Palm Beach County ("the Council") established an Audit Selection Committee ("Audit Committee"); and

WHEREAS, in keeping with best practices and in order to provide an additional level of oversight over the Council's financial management, the Council desires to establish a Finance Committee; and

WHEREAS, the Finance Committee will perform those tasks previously performed by the Council's Audit Committee, and in order to eliminate duplication, the Council now desires to eliminate the Audit Committee; and

WHEREAS, the Finance Committee's basic responsibilities will include: providing recommendations to the entire Council for fiscal responsibility; regular review of the Council's revenues and expenditures, balance sheet, investments and other matters related to its continued solvency; ensure the maintenance of an appropriate capital structure; and oversee the maintenance of organizational-wide assets, including prudent management of organization investments.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that establishment of a Finance Committee is approved, the Audit Committee is now eliminated, and the Council approves incorporation of the tasks of the Audit Committee into the tasks of the Finance Committee.

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:

Ronald V. Alvarez
Thomas Bean
E. Wayne Gent
Vincent Goodman
Gregory A. Langowski
Thomas E. Lynch
Dennis Miles
Debra Robinson, M.D.
Shelley Vana
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of February, 2014.

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: _____
_____, Chair

BY: _____
Gaetana D. Ebbole
Chief Executive Officer

RESOLUTION #19-023

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY AUTHORIZING THE REVISION OF THE FINANCE COMMITTEE DUTIES BY INCORPORATING THE REQUIREMENTS OF 218.391, F.S., REGARDING THE AUDITOR'S SELECTION COMMITTEE TASKS AND NAME

WHEREAS, in February 2014, the Council created the Finance Committee and, in doing so, transferred to it the tasks of the Audit Selection Committee, more familiarly known as the "Audit Committee"; and

WHEREAS, in addition to selecting the auditor, the Finance Committee's basic responsibilities include: providing recommendations to the entire Council for fiscal responsibility; regular review of the Council's revenues and expenditures, balance sheet, investments and other matters related to its continued solvency; ensuring the maintenance of an appropriate capital structure; and overseeing the maintenance of organizational-wide assets, including prudent management of organization investments; and

WHEREAS, in this past legislative session, HB 7035 revised Florida Statute 218.391 to change the title of Audit Committee to "Auditor Selection Committee", and the primary purpose of the Auditor Selection Committee is to assist the governing board (i.e., the Council) in selecting an auditor to conduct the annual financial audit; and

WHEREAS, to do this, it must: (a) establish factors used for the evaluation of audit services to be provided by a public accounting firm; (b) publicly announce Requests for Proposals; (c) provide interested firms with the Request for Proposal; (d) evaluate proposals provided by qualified firms; (e) rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to item a above; and

WHEREAS, upon receiving the recommendations from the Auditor Selection Committee, the Council shall select one of the firms recommended by the Committee. (The selection process is based on the standards established by the Committee – attached, as Exhibit A are the three scenarios that the statute provides for the Council to choose an auditor, based on the standards selected by the Audit Committee.); and

WHEREAS, the statute provides that the Auditor Selection Committee must have at least three members, at least one of whom must be a member of the governing board, who shall serve as Chair – employees of the governmental entity may not serve as members but may serve in an advisory capacity. Non-Council members may also serve; and

WHEREAS, as presently constituted, the Finance Committee meets the requirements of this statute.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council authorizes the requirements from section 218.391, F.S. regarding the Auditor Selection Committee's tasks and name be incorporated into the Finance Committee's responsibilities.

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
Kathleen J. Kroll
Melissa McKinlay
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 12th day of September, 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
May 28, 2020 Council Meeting

AGENDA ITEM: 6B(2)

TITLE: **Non Consent Agenda - Business**
Resolution # 20-016 Establishing a Human Resources Committee and Adopting a Human Resources Committee Policy

CSC STAFF: Lisa Williams-Taylor, Ph.D., CEO

SUMMARY:

A review of the Council resolution history reveals that the Council has, to date, not formalized the creation of the existing Personnel Committee. While the Committee has consistently met and carried out specific duties, including making recommendations to the full Council, the committee has not been created by formal motion, as required by the CSC Bylaws.

As such staff recommends that the Council formally establish the Human Resources Committee (n.k.a. the Personnel Committee). The CEO proposes the following Human Resources Committee Policy:

The Human Resources Committee shall consist of a minimum of three committee members. Members will include the Chair of the Council and two other nominated Council members. The CEO and other CSC staff are not members of the Committee, but will serve in an advisory capacity. The Committee will meet as needed, to be determined by the Committee.

Nominations for the Human Resources Committee membership will be reviewed every two years in the month of February, following the annual officer elections.

The Committee members will select a Chair and Vice-Chair at the first Human Resources Committee after the annual elections. Any member of the Human Resources Committee may remain on the committee, but must be re-nominated by the Council every two years. Vacancies will be filled as soon as practicable.

The responsibilities of the Human Resources Committee are as follows:

1. Advise and consult staff in the development and implementation of the human resources policies and wage and benefits packages and recommend the same to the full Council for approval.
2. Review and approve proposals obtained via competitive procurement of companies offering employee insurance and benefits programs and recommend the same for full Council approval.
3. Conduct an annual performance evaluation of the Chief Executive Officer of CSC and make recommendations to the full Council for review and approval.
4. Review other personnel matters brought for review by the CEO or COO and present to the full Council for approval, as applicable.

For FY19-20 elections will follow the approval of the committee and policy.

**AGENDA ITEM SUMMARY
May 28, 2020 Council Meeting**

FISCAL IMPACT:

None.

RECOMMENDATION:

I recommend the Council approve Resolution #20-016 establishing the Human Resources Committee and Adopting the Human Resources Committee Policy, effective May 28, 2020.

RESOLUTION #20-016

RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY ESTABLISHING A HUMAN RESOURCES COMMITTEE AND ADOPTING THE HUMAN RESOURCES COMMITTEE POLICY

WHEREAS, A review of the Council resolution history reveals that the Council has, to date, not formalized the creation of the existing Personnel Committee; and

WHEREAS, While the Committee has consistently met and carried out specific duties, including making recommendations to the full Council, the committee has not been created by formal motion, as required by the CSC Bylaws; and

WHEREAS, staff recommend that the Council formally establish a Human Resources Committee' and

WHEREAS, the CEO has proposed a Human Resources Committee Policy; and

WHEREAS, the Council wishes to adopt the following as its Human Resources Committee Policy:

The Human Resources Committee shall consist of a minimum of three committee members. Members will include the Chair of the Council and two other nominated Council members. The CEO and other CSC staff are not members of the Committee, but will serve in an advisory capacity. The Committee will meet, as needed, to be determined by the Committee.

Nominations for the Human Resources Committee membership will be reviewed every two years in the month of February, following the annual officer elections.

The Committee members will select a Chair and Vice-Chair at the first Human Resources Committee after the annual elections. Any member of the Human Resources Committee may remain on the committee, but must be re-nominated by the Council every two years. Vacancies will be filled as soon as practicable.

The responsibilities of the Human Resources Committee are as follows:

1. Advise and consult staff in the development and implementation of the human resources policies and wage and benefits packages and recommend the same to the full Council for approval.
2. Review and approve proposals obtained via competitive procurement of companies offering employee insurance and benefits programs and recommend the same for full Council approval.
3. Conduct an annual performance evaluation of the Chief Executive Officer of CSC and make recommendations to the full Council for review and approval.
4. Review other personnel matters brought for review by the CEO or COO and present to the full Council for approval, as applicable.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, that the Council approves this Resolution establishing the Human Resources Committee and adopting the above Human Resources Committee Policy effective May 28, 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
Kathleen J. Kroll
Melissa McKinlay
Dennis Miles
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Thomas P. Weber

The Chairman thereupon declared the Resolution duly passed and adopted this 28th day of May, 2020.

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

CHILDREN'S SERVICES COUNCIL
OF PALM BEACH COUNTY

BY: _____
Debra E. Gotlib
Attorney for Children's Services Council
of Palm Beach County

BY: _____
Thomas Bean, Chairman

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

CEO Report

May 28, 2020

The Literacy Coalition was in constant contact with the national PC+ office, to assure that virtual changes would be in keeping with fidelity to the program model. The national office was so impressed by the local adaptation and seamless quality of service that they requested that the Literacy Coalition and the subcontracted PC+ leadership present at a (virtual) national conference May 12-14 about successfully adapting the PC+ model through virtual sessions.

Palm Beach County Food Bank Distributed Almost 1,000,000 pounds of food in one month

Dear CSC partners,

These are truly extraordinary times. I am so proud to share with you that our team significantly increased our impact on the community.

Some perspective:

- *Last fiscal year, which was from July 2018 – June 2019, Palm Beach County Food Bank distributed 5.2 million pounds of food. That's an average of 100,000 pounds each week—433,000 each month--and included both donated food and purchased food (all programs).*
- *This fiscal year, between July and February (pre-COVID, of course)—we distributed a total of 3.8 million donated pounds to our partners for our neighbors in need.*
 - *An increase of 1 million pounds year-over-year*
- *An average of 480,000 pounds per month, donated food only*
- *In March, community challenges began to increase and so did our efforts. In March 2020, the Food Bank distributed 649,000 pounds of food!*
- *In April, as we all know, need significantly increased—and, again, our efforts did, too. I am so grateful to share with you that preliminary distribution numbers for April 2020 show that because of the hard work from each of the members of our team, the Palm Beach County Food Bank distributed (and this is a preliminary number) **957,000 pounds of food**. ALMOST ONE MILLION POUNDS IN ONE MONTH.*

We are only able to do this work because of the incredible support from the community—including, consistently, Children's Services Council. THANK YOU SO MUCH. Together, we nourish.

All my best—I hope you all are staying well and safe.

Karen Erren, Executive Director, Palm Beach County Food Bank

The Arc of Palm Beach County Thrives During COVID-19

The Early Intervention department transitioned their service delivery to interactive, virtual platforms. This team completed over 105 developmental screenings in April and is successfully sustaining family engagement and participation.

Despite circumstances, challenges, and unforeseen conditions, the Developmental Specialists of the home visiting programs, including ForwardLeaps and First Step to Success, provided over 400 hours of interactive services in April. The families served were well-cared for and happy to be engaged in the learning process with their children.

Developmental Specialists of Healthy Steps, their pediatric practice program, completed 167 well-baby follow-ups of the 171 scheduled for the month, with a 97% completion rate.

Healthy Beginnings Workforce Capacity Building Pilot

The Healthy Beginnings (HB) System has experienced an increased challenge in effectively providing culturally and linguistically appropriate mental health services. In an effort to build the capacity of the HB workforce, the Healthy Beginnings Scholarship Pilot was rolled out in April 2018.

The purpose of the evaluation of the pilot is to provide stakeholders information for accountability and continuous improvement and to examine the extent to which we are able to realize benefits at the practitioner, organization and system levels over time. This Implementation Analysis focuses on utilization, quality of the service delivery, characteristics of applicants and early benefits realized.

In the first year, usage greatly exceeded expectations – necessitating doubling the initial budget from \$50,000 to \$100,000. Seventy-four applicants received scholarship support with most applicants employed in mental health or parenting programs (Child First, Triple P/Teen Triple and Counseling for Parents and Young Children). The majority of applicants (55%) submitted one request for scholarship support in the first year.

Supports were provided to pay for clinical supervision hours needed for licensure, prep courses for the licensure exam, licensure exam fees, and certification in therapeutic modalities and courses toward degrees in counseling, mental health, social work or a related field. Some potential areas for expansion were proposed by applicants in interviews including: expansion of support to other practice areas (i.e., nursing, child development, or health education), payment of the registered intern fee to the state, cost of validating transcripts or transferring education from another country and non-degree seeking courses that may support work with clients or staff supervision (e.g., budgeting, leadership). At this time, we have expanded to include courses required for licensure (e.g., HIV/AIDS) that do not necessarily lead to a degree.

Nearly all (98%) Healthy Beginning's practitioners applying for scholarship support were female and highly educated, having a graduate degree. Fewer than four percent had less than a bachelor's degree; leading to the recommendation that one area for further investigation may include assessing whether unidentified barriers are preventing those with less than bachelor's degree from applying.

By attracting those in clinical positions at mental health programs, we have partially realized the increase in system capacity (e.g., specific therapeutic modality certifications, licensure). Moving forward, targeted outreach to non-clinical HB programs and/or collaboration with partners to create pathways to mental health careers may be options for longer term solutions to system capacity.

Over half of HB practitioners applying for scholarship support (57%) were Hispanic (of any race), all of whom speak Spanish in addition to English. A third (33%) of applicants were Black and a small percentage (7%) were African American, representing 21% of all Black applicants. The remaining Black applicants are predominantly Haitian and fluent in both English and Haitian Creole. Thirteen percent identified as White non-Hispanic.

To fully realize culturally responsive supports and services, findings suggest that HB practitioners who are either of African-American descent and/or males may represent opportunities for outreach. There

were no significant differences between practitioners who *applied* vs. those who were *approved* for scholarships based on race and ethnicity.

Feedback on the scholarship application process was overwhelmingly positive. Applicants interviewed are appreciative and grateful to have the financial assistance to continue their professional development.

During interviews with applicants, perceptions of organizational and other supports were elicited. All applicants interviewed feel supported by their supervisor in their decision to apply for a scholarship and to continue their professional development through the scholarship program – regardless of whether it was for licensure, certification or other educational courses.

For many, facilitators enabling participation in the scholarship program pointed back to workplace support and flexibility, while others focused on more personal supports or conditions. Some examples include: family or spousal emotional support of continued learning and/or taking on childcare responsibilities, as well as internal motivation, which supports our assumption that practitioners are motivated to apply for scholarships.

Expected practitioner outcomes include completion of educational goals (i.e., certification, degree, and licensure) and/or demonstrated competency along the way. While outcomes are not in scope of a year one implementation analysis, examination of available data occurred to identify potential data collection or quality issues for future outcome analyses and to support system performance planning around pilot expansion and/or refinement. In the first year, an issue with providing documentation was noted and is being addressed through both technology solutions and the creation of an administrative support process to coordinate oversight of the verification process.

Longer term expected outcomes include a decrease in staff turnover and increased ability to reach program capacity with a corresponding decrease in the program wait lists. This assumes applicants see value in the opportunity and remain employed in an HB program. Interviews with applicants highlighted the financial relief experienced along with a profound sense of a burden being lifted. Additionally, there is a belief among participants and their supervisors that families have already started to realize benefits from practitioner participation in clinical supervision and certification courses.

HB practitioners also spoke to benefits they see for themselves, their employer and the families served. These benefits translate to improved skills in working with families and diverse cultures, greater ability to impact community views about mental health, along with secondary benefits to their employer in terms of both quality of services and increased revenue, and finally, a feeling of greater personal fulfillment. Most view the scholarship program as an incentive to remain employed in a Healthy Beginnings program.

In summary, the program was implemented with quality, reached more practitioners than expected and was received with a great deal of appreciation. Perceived benefits exist at all levels including for the applicants, their supervisors, and the families they serve.

2019 Great Ideas Initiative Highlight



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 2019, CSC issued its fourth year of funding for GII to organizations with annual operating budget of less than \$1 million. Sixteen organizations were awarded up to \$35,000 each, for a total of \$489,008.92 in funding. **Center for Trauma Counseling** is one of the 16 awardees.

In 2019, the Center for Trauma Counseling launched a **Baker Act Response Pilot Program** to provide intensive, immediate, outpatient mental health counseling to children and adolescents that have been released from the hospital due to a Baker Act. This initiative is in support and collaboration with JFK Hospital, which is the county's Baker Act receiving hospital for youth. Services are made available to those who are insured and/or uninsured, and expands on providing vital mental health counseling to those also living in poverty. Center for Trauma Counseling's mission is to ensure the immediate availability of cost-effective mental health intervention to serve "in-need" palm beach county residents impacted by trauma related experiences.

Through this initiative, the Center's staff completed a training in administering the Columbia Suicide Risk Assessment, an evidence-based tool used nationwide to assess for imminent harm of self or others. Palm Beach County Co-located therapists use this tool and work closely with the Crisis, Assessment, Prevention, Education (C.A.P.E) Teams at schools providing assessment, counseling, and appropriate community referrals to students that are truly in need of mental health interventions.

Since January 1, 2020 the Center has provided 85 sessions to youth from low-income communities needing intensive mental health services, and over 40 risk assessments under the Great Ideas Initiative. With support from the Children's Service Council of Palm Beach County, Center for Trauma Counseling has been able to meet the needs of community referrals; 211, NAMI, Palm Beach Sheriff's Office, Palm Beach County School District, JFK Medical and St Mary's Hospital. Center for Trauma Counseling is looking to expand on the services currently provided through the Baker Act Response Pilot Program.

After reviewing the first quarter of this initiative, the goal is to bring services directly to the hospital prior to discharge to begin treatment, provide community trainings, and build stronger partnerships with the discharge coordinators. "We understand that engaging children's parents in counseling prior to their child's discharge, strengthens the commitment to continue much needed outpatient counseling. We now offer a telehealth platform for families that require more than one weekly session, making scheduling easier for parents," says Center Executive Director, Helya Ortiz. Center for Trauma Counseling is already in the process of adding these significant and impactful changes in order to better serve the community and meet the needs of children and families.

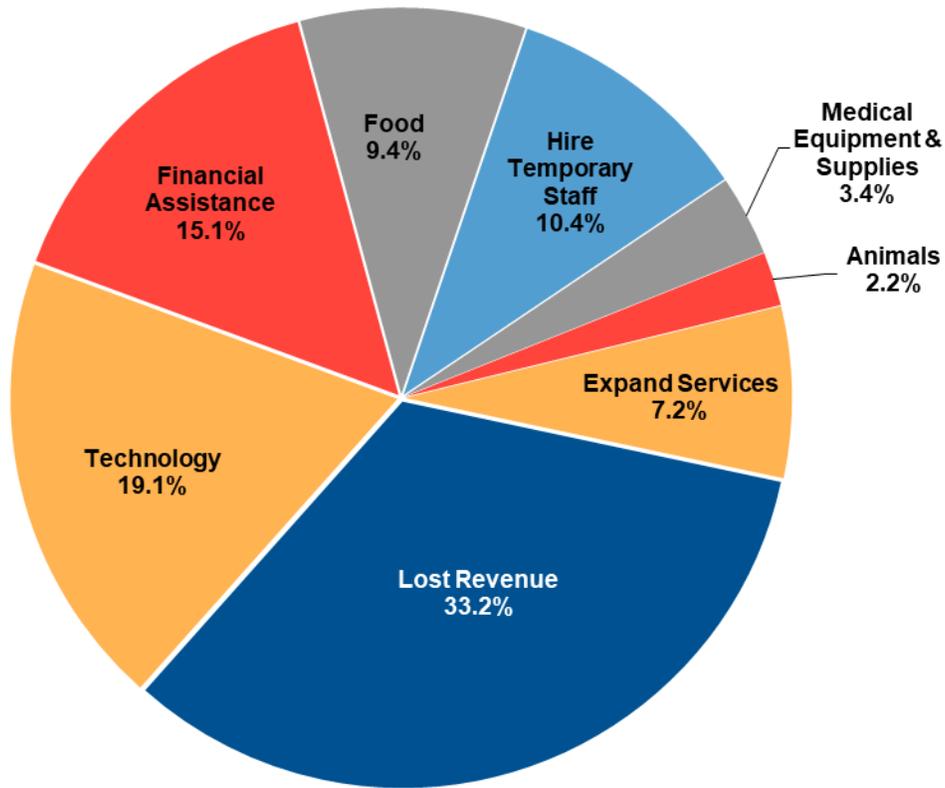
CTC is currently providing telehealth, phone sessions, and face to face sessions to the community during this worldwide crisis and continue to schedule appointments within a 24 hour time frame.

COVID-19 Update

COVID-19 Relief & Recovery Applications

To date, CSC has provided over \$500,000 in COVID-19 Relief and Recovery funds using the common application process coordinated with a group of local funders. The Palm Beach County Coronavirus (COVID-19) Relief and Recovery funding process has received more than 450 applications from local nonprofit organizations requesting in excess of \$23.5 million in assistance. Collectively, the local participating funders have provided over \$4.3 million to the nonprofits so far. For more information of the funding process visit: [COVID-19 Relief & Recovery Application](#).

The graph below shows a breakdown of the type of requests received as of May 6th:



At the Council’s direction staff focused on requests involving food/basic needs and expansion of services, and first looked at organizations we have funded previously.

The majority of CSC’s funding has gone to organizations to distribute **food and other essential supplies**. The last four organizations listed have been funded since the last Council meeting.

Achievement Centers for Children and Families	\$15,000
Arms of Hope Community	\$10,000
Cancer Alliance of Help & Hope	\$10,000
Families First of Palm Beach County	\$5,000

Farmworker Coordinating Council of Palm Beach County	\$10,000
Feed the Hungry Pantry of Palm Beach County	\$20,000
FLIPANY, Florida Introduces Physical Activity and Nutrition to Youth	\$35,275
For The Children	\$5,000
Guatemalan Maya Center	\$10,000
Holy Ground Shelter for Homeless	\$10,000
Junior League of Boca Raton	\$10,000
Palm Beach County Food Bank	\$50,000
Pathways to Prosperity	\$6,000
Pediatric Oncology Support Team	\$10,000
Place of Hope	\$10,000
Police Athletic League of West Palm Beach	\$13,500
Redlands Christian Migrant Association	\$15,000
The Glades Initiative	\$23,000
Youth Empowered to Prosper	\$10,000
Boys and Girls Clubs of PBC	\$24,000
CROS Ministries	\$15,000
Eat Better Live Better	\$10,000
Emanuel Jackson Sr. Project	\$11,200
The Talented Teen Club	\$5,000
United Farmers Alliance	\$25,000

CSC also funded organizations who revised and/or expanded their **services** to address a need created by the pandemic. The organizations funded since the last Council meeting are at the bottom.

Choice to Change	\$3,150	Provide supplies used by participants to create "Community in a Box" kits to complete community service requirements
Digital VibeZ	\$15,000	Deliver the Fitness Fiesta program virtually to combat childhood obesity
Pace Center for Girls	\$12,500	Provide counseling to girls in their programs
Palm Beach County	\$9,000	CSC split the cost with two other funders to purchase

211		laptops that allow 211 staff to work remotely
The Toby Center for Family Transitions	\$15,000	Provide supervised visitations virtually that will lead to reunifications of children with their families
Wise Tribe	\$12,915	Deliver grow-at-home food/garden kits and virtual learning modules to Delray Beach middle school students
Alliance for Eating Disorders Awareness	\$4,000	Therapy for children and parents with eating disorders
Faulk Center for Counseling	\$20,000	Therapy for children, parents and families with children
Grandma's Place	\$13,500	Respite care for families with a developmentally delayed child
Project LIFT	\$33,040	Expansion of therapeutic services for teens in a behavioral/ vocational program in Belle Glade

Lastly, through flexibility in its existing contract with **Healthy Mothers Healthy Babies**, CSC allowed an extra \$20,000 be spent to stock their pantry with diapers and other baby supplies. And the three agencies providing the **Parent Child+** program were each authorized to expend \$10,000 for individual assistance to the families they serve.

In total, to date, CSC has provided **\$556,080** in relief and recovery funds to help children and families in Palm Beach County during the COVID-19 pandemic.

COVID-19 Relief and Recovery Words of Appreciation (Service Providers)

“On behalf of the young mothers and children we serve, I want to thank you and the Children's Services Council of Palm Beach County again for the check in the amount of \$10,000 that we received when we picked up our mail yesterday. Please know that we are deeply grateful for this assistance and will be good stewards of this gift. We will also comply with the reporting requirement as requested. Thank you again for not only helping Holy Ground PBC but for all the ways in which the Children's Services Council lifts up the community at large! Blessings and much gratitude.”

Phyllis Turner Jepson, Executive Director, Holy Ground Shelter for Homeless, Inc.

“I just wanted to thank you and share our sincere gratitude for the grant received from the Children's Services Council for COVID19 relief funding. We will utilize these funds to ensure the continuation and growth of services to children and their families in our community. Mental health will continue to be a critical need in our community and we thank you for making an impact in our ability to deliver these needed services.”

Vicki S. Katz, Chief Executive Officer, Faulk Center for Counseling

“Thank you! I can't tell you how much this means to me and our organization... Belle Glade and the teens we serve have not backed down! On March 12th when we made the decision to stay open and double our services we knew that closing wasn't worth losing a kid to overdose or suicide! We are

thankful that we have not had one positive case of COVID-19 and all of our staff have stayed healthy! We are continuing to follow all of the CDC guidelines and looking forward to all the new innovations that are in front of us. We are truly thankful to the Children's Services Council of Palm Beach County and for your support in reviewing the applications!"

Robert Zaccheo, Chief Executive Officer, Project L.I.F.T Inc.

"With your help we had a fabulous week, concluding yesterday with 650+ families receiving 150+ lbs. of milk, potatoes, cheese, blueberries, pineapple, corn, apples, ham, chicken, bread and canned goods. And, pet food! Most recently lost jobs.

And this week is shaping up as our busiest ever as we team up with the Florida Baptist Convention and the West Palm Beach Rotary Club for special distributions to thousands of families.

Tomorrow we start out taking 2 pallets of green beans to restaurants and St. George's which give away free meals, then a trip to an agency that helps those with disabilities, and we're taking a truck loaded with canned goods to agencies in Belle Glade and Pahokee (with the support of Palm Beach County Government). God Bless You All for Caring About Hurting Neighbors!"

Dan E. Shorter, Feed the Hungry Pantry of Palm Beach County

COVID-19 Relief and Recovery Words of Appreciation (Families)

Sharing Thank yous from 1 of 10,000 family-fed this week

"Thank you so much!! I was able to go on Thursday to pick-up food. What a beautiful surprise. I wasn't sure what to expect. But when we came home and started to unload, we cried. The fresh food, meats, canned goods, sweet treats and milk!!! We just couldn't believe the amount received. Thank you, your wife and your crew of many people behind the scenes for this blessing. It is truly appreciated." – Daisy

Racial Equity collaboration work with University of North Carolina Gillings School of Global Public Health & NIRN (National Implementation Research Network)

Implementation Science is a framework supported by the National Implementation Research Network (NIRN) where research, lived experiences, and practice experiences are integrated in such ways to improve the outcomes of the population being served. Isandra Zayas, the Implementation Science Core Team members: Nancy Esparza, Carmen Sarzuelas, Luciana Dias, Lori Miller-Rososhansky, Shelley Parker & Christina (Tina) Hallyburton, Kim Maxwell and Jennifer Munoz participated in a collaborative work with students from the University of North Carolina (UNC) Gillings School of Global Public Health and NIRN to assist with the refining, operationalizing and integrating approaches to address and advance equity. The UNC students' objectives for this project were to:

- (1) Identify, assess, adapt and/or apply practical tools to advance health equity.
- (2) Apply health behavior theory and methods to support the integration of equity into implementation practice
- (3) Work with thought and practice leaders driving equity-informed implementation practice in the US

Children Services Council team was one of the 16 experts that were interviewed and participated as contributors to this project. The experts chosen by the UNC students were based on their professional expertise and experience, or interest in centering equity in their work. The timeline of this project was from August 2019 through May 2020. At the end of this project, the UNC students produced an

Experts' Perspective report as it relates to centering equity, created a compendium of racial equity tools, and identified Human-Centered Design strategies to advance equity in implementation. While CSC was collaborating with the UNC students, the students were collaborating with the Implementation Science refinement work currently being done at CSC. This has been and continues to be a valuable and prolific partnership.

Communications Update

Annual Data Card Updated

The annual Data Card showing CSC's impact in the community was redesigned this year. As before, the tri-fold enumerates resident engagement in Healthy Beginnings, Strong Minds, and other programs and services we fund. We updated the photos and included a list of our Council Members this year. The Data Card is used primarily at events and during community presentations to familiarize residents with CSC. Data Cards are available to Council members by request through

Communications@cscpb.org

By the Community, For the Community

Children's Services Council of Palm Beach County provides leadership, funding, services and research on behalf of the county's children so they grow up healthy, safe and strong. We know that by giving families the financial tools they need early in a child's life, we help create the long-term health, well-being, and economic justice. That saves us all money and makes our community stronger.

Volunteers approved our creation in 1986 and reauthorized us in 2014. As a government agency, we are funded through property taxes. All the money raised for the Council stays within our county. We are one of many independent Children's Services Councils in Florida.

Our Council Members for 2019-20

- Thomas Bean, Chair
- José Luis Rodríguez, Esq., Vice Chair
- Vivian Goodrich, Secretary
- Donald E. Fenwick II, Ed.D., Palm Beach County School District Superintendent
- Kathleen J. Kuhl, Palm Beach County Juvenile Court Judge
- Melissa McKinlay, Palm Beach County Commissioner
- Debra Robinson, M.D., School Board Member
- Thomas R. Weber

Children's Services Council of Palm Beach County a Glance

Children's Services Council is proud to fund programs and services provided by:

- 211 of Palm Beach-Pineapple Coast
- Boys Town - South Florida
- Center for Child Counseling
- Center for Family Services of PBC
- Children's Forum
- Children's Home Society of Florida
- Community Partners of South Florida
- Florida Department of Health/Palm Beach County
- Florida Department of Health/Palm Beach County Health Department
- Florida Institute for Health Innovation
- Florida Trust Legal Services
- Florida Youth Services and PBC, Inc.
- Healthy Mothers Healthy Babies Coalition of PBC
- Horizons
- Legal Aid Society of Palm Beach County
- Literacy Coalition of Palm Beach County
- Lutheran Services Florida
- Nurturing Lifestyles
- Palm Beach Board of County Commissioners
- Palm Beach County Behavioral Health Coalition
- Palm Beach County Food Bank
- Palm Beach State College
- Pathways to Prosperity
- Prime Time Palm Beach County
- Reichardt Christian/Migrant Association
- Rotarians Impact
- School Board of Palm Beach County
- Stella Cell Foundation of PBC and Treasure Coast
- The Arc of Palm Beach County
- United Way of Palm Beach County
- Urban League of Palm Beach County
- YPO

Children's Services Council of Palm Beach County by the numbers

- 34 Local agencies that provide programs and services funded annually by CSC.
- 645 Non-profit groups, child care providers, after-school sites and other organizations benefit from CSC's financial support.
- 29,000 Scholarships helped cover the cost of early childhood care, after-school programs and summer camps for Palm Beach County families.
- \$9.5 million Invested last year in mental health and behavioral health services for children and families.
- 58,000 Children and families whose lives were touched last year by CSC outreach programs and special initiatives.
- 18,000 Children and families served through our Healthy Beginnings programs for pregnant women and families with children from birth to age 5.

How we help CSC and its programs connect with families in many ways including:

- The free EveryParent app and EveryParent.org website that provide expert advice, trusted tips and local resources for families.
- 10 sites known as Nurture that support local families with young children. Locations at nurturingpbc.org
- Nurture visiting at-risk pregnant women and families with infants.

Pandemic Communications

As social-distancing took hold, HMHB recognized that they weren't able to share the valuable info in the Pregnancy Guide because they weren't meeting clients face to face. To share the information, Shana Cooper and Jon Burstein in Communications updated two dozen articles from the Pregnancy Guide to EveryParent, then worked with HMHB to identify the top articles. Allie Ronayne created email blasts for HMHB to send to clients, selected appropriate photos and used our contractors for translations. The result worked well, with HMHB sharing in email blasts and targeted contacts in Spanish and Creole. We also shared the email blasts with influencer groups to forward to their networks.

