

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
October 22, 2020 Council Meeting – immediately following Council Workshop
Via Microsoft Teams/Teleconference
Open to the public at 2300 High Ridge Road, Boynton Beach FL 33246 and via telephone

MINUTES

Present (virtually):

Thomas Bean
Elisa Cramer
Kathleen Kroll
Melissa McKinlay
Debra Robinson, M.D.
Jose Luis Rodriguez, Esq.
Tom Weber

Excused: Donald Fennoy II, Ed.D.; Vincent Goodman

1. Call to Order

Chair Bean called the meeting to order at 5:06 pm and stated that this meeting is open to the public at both the Council's physical address and via telephone.

- A. Invocation - Moment of silence led by Chair Bean
- B. Presentations – N/A

2. Minutes

- A. September 24, 2020 Council Meeting and September 24, 2020 TRIM Hearing

A motion by McKinlay/Robinson to approve the Minutes of the September 24, 2020 Council Meeting and the September 24, 2020 TRIM hearing, as presented was approved by unanimous vote.

3. Public Comment – Agenda Items

- A. In person
- B. Phone

No public comments in person or by telephone.

4. Council Committees:

- **Finance Committee**
 - **Items for approval**
 - September 10, 2020 Minutes
 - August 31, 2020 Financial Statements
 - Budget Amendment for FY 2019-2020 increasing expenditures for capital assets by \$4,182 and decreasing expenditures for computer supplies by the same amount.

A motion by McKinlay/Rodriguez to approve the September 10, 2020 Minutes, August 31, 2020 Financial Statements and the Budget Amendment for FY 2019-2020 as presented was approved by unanimous vote.

○ **Items for discussion**

- Monthly Investment Report for the month of ending August 31, 2020

● **Human Resources Committee**

○ **Items for approval**

- January 30, 2020 Personnel Committee Minutes

A motion by Rodriguez//Kroll to approve the Personnel Committee Minutes from January 30, 2020 as presented was approved by unanimous vote.

- Resolution #20-032 authorizing the Group Insurance Plan renewal with Cigna effective January 1, 2021.

A motion by Rodriguez/Robinson to approve Resolution #20-032 as presented was approved by unanimous vote.

- Changes to the Employee Handbook/Human Resources Policies to include the requirement that staff must have an unexpired Florida driver's license and the minimum automobile insurance required by Florida law for work related driving.

A motion by Kroll/Robinson to approve the changes to the Employee Handbook/Human Resources Policies as presented was approved by unanimous vote.

○ **Items for discussion**

- Tuition Reimbursement Policy

The Committee reviewed the Tuition Reimbursement Policy, with draft changes, and recommended that the policy, with revisions, be presented to the Council at the December meeting.

- Election of Officers

The Committee elected Thomas Bean as Chair and Jose Luis Rodriguez as Vice-Chair.

5. Consent Agenda

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

A motion by Robinson/Kroll to approve the Consent Agenda and approve the Walk-In Warrants list was approved by unanimous vote.

A. Program

1. Prime Time of Palm Beach County – Afterschool Program Development, STEAM, and Expanded Learning Opportunities Late Charge Fee – For informational purposes only; no action required.

B. Business

1. Warrants List – Approved by Consent

C. Proclamations

1. Proclamation Declaring the Month of November 2020 as Prematurity Awareness Month – Approved by Consent

6. Non Consent Agenda

A. Program – N/A

B. For Informational Purposes Only – N/A

7. Walk-In Items – N/A

8. Chief Executive Officer's Report

Lisa Williams-Taylor, CEO, highlighted items in the CEO Report.

9. Legal Reports

A. Draft 2021 Calendar of Council Meetings (in CEO Report)

The Calendar will come before the Council in December for final approval.

B. Voting Abstentions – Consideration of Change to Bylaws

Debra Gotlib informed the Council that the section of the Sunshine Law relating to voting abstention does not apply to special districts. However, if the Council members, as public officers, are interested in prohibiting abstentions, with statutory exceptions, it can be done so through a change to the Bylaws.

Several Council members expressed an interest in changing the Bylaws. Staff will present an agenda item at the next Council meeting that will propose changes to the Bylaws that would bar abstentions absent a conflict of interest, an ethical conflict for the juvenile judge or a statutory prohibition.

C. Important dates to remember:

- December 3, 2020: Council Workshop at 3:30 pm followed by a Council meeting which will be in-person per the latest Executive order.

10. Public Comment – Non Agenda Items

A. In person

B. Phone

No public comments in person or telephone.

11. Council Comments

No comments from Council members.

12. Adjournment

The meeting was adjourned at 5:25 pm.

Thomas Bean, Chair

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