

MINUTES

1. Call to Order

Chair Weber called the meeting to order at 4:32 p.m.

Present:

Thomas Bean
Vince Goodman
Kathleen Kroll
Melissa McKinlay
Jose Luis Rodriguez
Thomas P. Weber

Excused: Donald E. Fennoy II, Ed.D.; Dennis Miles; Debra Robinson, M.D.

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

Chair Weber congratulated Melissa McKinlay on her Advocate for Children award.

Chair Weber congratulated Lisa Williams Taylor on her 15 years' service anniversary and every other staff who celebrated service anniversaries in the last quarter.

2. Minutes

- A. September 19, 2019 Council Meeting
- B. September 19, 2019 TRIM Public Hearing

A motion by Bean/McKinlay to approve the Minutes of the September 19, 2019 Council meeting and the Minutes of the September 19, 2019 TRIM Public Hearing as presented was approved by unanimous vote.

3. Public Comment – Agenda Items – N/A

4. Council Committees:

- Finance Committee

Thomas Bean stated that the Finance Committee met this afternoon and has a consensus recommendation to the Council to approve the September 12, 2019 Minutes and the August 31, 2019 Financial Statements.

The Finance Committee also reviewed the monthly investments report for the month ending August 31, 2019 in accordance with the Investment Policy. No action was required.

The Council has a mandatory rotation policy limiting the Independent Auditors engagement to five consecutive years. The audited fiscal year ending September 30, 2019 will be the last year in

the five year engagement with the Council's current auditors and an RFP will be released in January 2020. The Finance Committee has reviewed the selection criteria for the auditing services and made recommendations for changes. Two RFP timelines were also reviewed and in both instances the Finance Committee anticipates making a ranking of proposers and a recommendation for the auditing firm to be approved by the Council at the March 2020 Council meeting. Other items discussed include the Auditor Selection Committee, the Auditing Services Rater Scoresheet following the selection criteria, which assigns points to each criteria section. A copy has been provided to everyone at your seats. No further action regarding the auditor RFP is required at this time.

Regarding the score sheet, it was asked that each Council member reviews it and if you have any edits, please send your feedback to Debbie Heim at Debra.Heim@cscpbc.org. She will add your edits and will bring back the draft to the Finance Committee for final approval.

A motion by Goodman/Rodriguez to approve the consensus of the Finance Committee as presented was approved by unanimous vote.

- Personnel Committee

Tom Weber stated that the Personnel Committee met today and approved the Minutes for the last meeting.

A presentation and update related to CSC's College Internship Program was shared at the meeting. Job descriptions have been created and the focus now is on attracting diverse candidates in the field of Health and Human Services. Six positions will be available for interns in the Administrative, Communications and Program Divisions.

Health Benefits Renewal for 2020 were discussed and for the second consecutive year CSC has received no increase in the premium for next year. The Voluntary Vision program did receive a slight increase. Employee health benefits are included in Resolution #19-029.

The Personnel Committee also discussed the Compassion Leave Policy and after several points for consideration, decision was made to bring it to the next meeting to explore other options.

A motion by Bean/Goodman to approve the recommendations of the Personnel Committee as presented, including the Minutes and the Benefits Renewal Packet for 2020, was approved by unanimous vote.

5. Consent Agenda

1. Additions, Deletions, Substitutions – N/A
2. Items to be Pulled for Discussion – Agenda item 5C, Proclamation Declaring November 2019 Prematurity Awareness Month, was pulled for reading of the Proclamation and discussion purposes.
3. Adoption of the Consent Agenda and Walk-in Warrants List

A motion by McKinlay/Bean to approve the Consent Agenda with the comment regarding item 5B(2), Resolution 19-027 Amending Contract for Legal Services, and approve the Walk-in Warrants list was approved by unanimous vote.

Melissa McKinlay stated for the record that Sniffen & Spellman also serves as the Legal Counsel for the Florida Association of Counties.

A. Program – N/A

B. Business

1. Warrants List – Approved by Consent

C. Proclamation Declaring November 2019 Prematurity Awareness Month

A motion by Kroll/Goodman to approve this Proclamation to raise awareness and recognize November 2019 as Prematurity Awareness month was approved by unanimous vote.

6. **Non Consent Agenda**

A. Business

1. Resolution #19-028 Acknowledging Agency Name Change

Lisa Williams-Taylor asked the Council if they had any questions. No questions were asked.

A motion by Bean/Kroll to approve Resolution #19-028 acknowledging the Palm Beach County Substance Abuse Coalition, Inc. dba Palm Beach County Substance Awareness Coalition name change to do business as the Palm Beach County Behavioral Health Coalition as presented was approved by unanimous vote.

B. For Informational Purposes Only – N/A

7. **Walk-In Items** – N/A

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

Lisa Williams-Taylor thanked Chair Weber for joining staff in our second CSC Gives Back, preparing 1,000 food bags for our BRIDGES families.

Lisa Williams-Taylor mentioned that the Area Agency on Aging has been in the news. CSC dollars do, in fact, go to that agency through United Way of PBC for a Mentoring Program for grandparents that are mentoring children. We have looked at the program and dollars and it was implemented as it should have been. They are going through a thorough audit and if anything comes up we will make sure to communicate to the Council.

9. Legal Reports

Debra Gotlib stated that we have included a draft of the proposed 2020 Council Meeting dates in the CEO Report. We anticipate one of the workshops that is on the list taking place in April instead of March. The calendar will be presented for approval in our December Council Meeting.

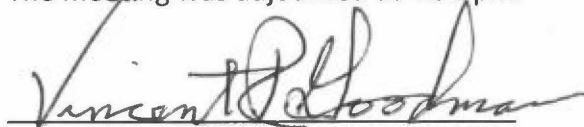
A reminder to submit the annual Certificate of Compliance was made, as it is due by January 30, 2020.

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

11. Council Comments – N/A

12. Adjournment

The meeting was adjourned at 4:51 pm.



Vincent Goodman, Secretary



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