

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**  
**May 20, 2021 Council Meeting**  
**Via Microsoft Teams/Teleconference**  
**Open to the public at 2300 High Ridge Road, Boynton Beach FL 33246 and via telephone**

**MINUTES**

Present (in person):

Thomas Bean  
Vince Goodman  
Kathleen Kroll  
Debra Robinson, M.D.  
Tom Weber

Present (virtual):

Elisa Cramer  
Maria Sachs

Excused: Donald Fennoy II, Ed.D.; Jose Luis Rodriguez

**1. Call to Order**

Chair Bean called the meeting to order at 5:33 pm.

While some of our Council members are appearing via electronic means today, this meeting is subject to the Sunshine law requirement that our meeting be in a public place and that there be an in-person quorum.

A. Invocation - Led by Vincent Goodman

B. Pledge of Allegiance

C. Presentations

1. Equity and Child Welfare – Corey Best, Casey Family Programs
2. System of Care Presentation: Focusing on Healthy Beginnings – Michelle Gross, Director of Program; Rhonda Throop, Program Officer

**2. Minutes**

A. March 25, 2021 Council Workshop

**A motion by Goodman/Weber to approve the Minutes of the March 25, 2021 Council Workshop as presented was approved by unanimous vote.**

B. March 25, 2021 Council Meeting

**A motion by Goodman/Weber to approve the Minutes of the March 25, 2021 Council Meeting 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**

- **The Finance Committee met on April 22, 2021 and presented the following items for approval:**

- Minutes from March 25, 2021 Finance Committee Meeting
- Financial Statements for the period ending March 31, 2021

**A motion by Robinson/Goodman to approve the Minutes from March 25, 2021 Finance Committee Meeting and the Financial Statements for the period ending March 31, 2021 as presented was approved by unanimous vote.**

- **The Finance Committee also reviewed the following items, for which no action is required:**

- Quarterly Investment Report ending March 31, 2021
- Annual Review of Investment Policy
- CSC Proposed 2021-2022 Budget and updated Budget/Forecast – Fiscal Year 2020-2021 through Fiscal Year 2024-2025
- Updated Budget/Forecast – Fiscal Year 2021-2022 through Fiscal Year 2025-2026 – Flat millage rate all years

Chair Bean announced that the Finance Committee will meet on May 27, 2021 at 3:45 p.m.

- **Human Resources Committee – N/A**

**5. Consent Agenda**

1. Additions, Deletions, Substitutions – N/A
2. Items to be pulled from Consent Agenda

**Items with Reference #4, Reference #5 and Reference #6 were pulled.**

3. Adoption of Consent Agenda and walk-in Warrants List

**A motion by Robinson/Kroll to approve the consent agenda and walk-in warrants list, excluding Reference #4, Reference #5 and Reference #6, as presented was approved by unanimous vote.**

**A motion by Goodman/Robinson to ratify the items included in the Warrants List that were approved by the CEO under the Emergency Authority as presented was approved by unanimous vote.**

- A. Program

1. Resolution 21-009 Community Driven Innovation (CDI) Services Funding

**Recommendation: Staff recommends that the Council approve Resolution #21-009 authorizing the CEO to enter into any necessary contracts to facilitate the planning and implementation of CDI services for the period June 1, 2021 – September 30, 2021 in an amount not to exceed \$160,000 and for the period October 1, 2021 – September 30, 2022 in an amount not to exceed \$400,000, subject to the Council's annual TRIM and budget process.**

2. Resolution #21-005 Authorizing COVID-19 Relief & Recovery: Help the Helpers 4

**Recommendation: I recommend the Council approve Resolution #21-005 providing \$75,000 to United Way of Palm Beach County to support the Help the Helpers project, which will include all CSC-funded private nonprofit providers and prior Great Ideas Initiative awardees as eligible organizations.**

Vince Goodman asked for clarification of the process to receive the support. Staff advised that Nonprofit organizations will apply to the Nonprofits Chamber and will specify what they will be applying for, including gift cards, which will be one of the options that they can choose. Community Foundation is one of the funders of this initiative. Most of the money will go to United Way and they will contract with the nonprofits.

**A motion by Robinson/Goodman to approve Resolution #21-005 Authorizing COVID-19 Relief & Recovery: Help the Helpers as presented was approved by unanimous vote.**

3. Resolution #21-006 Waiver of Procurement Policy and Enhanced Mentoring Engagement Program for Juvenile Justice and Dependency Involved Youth, United Way of Palm Beach County 5

**Recommendation: I recommend the Council approve Resolution #21-006 waiving the procurement policy and authorizing the CEO to execute the necessary agreements to support the Enhanced Mentoring Engagement Program for Juvenile Justice and Dependency Involved Youth for the period October 1, 2021 through September 30, 2024 in an amount not to exceed \$1,150,000, subject to the Council's annual budget and TRIM process.**

Staff provided clarification for Council member Goodman how the funds would be used and how youth will be selected to be part of this unique Mentoring Program designed specifically for youth in the delinquency and dependency systems or at risk of entering these systems.

Council member Robinson noted the importance of making sure the potential mentors understand the high level of need this set of youth may have.

Judge Kroll asked about a recent meeting of the organizations that offer mentoring, including Youth Services Department, United Way, CSC and others. The CEO advised that the organizations are meeting to discuss the specifics for our community and the possibility of providing dollars to the mentors, since these mentors will require a specific set of skills. These organizations will also be looking at data to make informed decisions. Youth Services, United Way, Community Foundation, CSC and possibly other organizations are currently providing funds for mentoring.

There has also been discussion on the kind of training that would be needed for mentors, considering the trauma that this population has been through. The youth will need someone fully committed and who will be with them for a long period of time.

**A motion by Robinson/Weber to approve Resolution #21-006 Waiver of Procurement Policy and Enhanced Mentoring Engagement Program for Juvenile Justice and Dependency Involved Youth, United Way of Palm Beach County as presented was approved by a unanimous vote.**

4. Resolution #21-007 Authorizing an Amendment for Increased Allocation to Palm Beach County Food Bank Memorandum of Agreement – Benefits Outreach Program 6

**Recommendation: I recommend Council approve Resolution #21-007 authorizing an increase to the agreement with the Palm Beach County Food Bank for the Benefits Outreach Program by \$21,605 for FY 2020-2021 and annualized for subsequent fiscal years, subject to the Council's annual budget and TRIM process.**

Council member Goodman asked about the distribution of food stamps. Council member Cramer stated that the Department of Children and Families determines eligibility for the Supplemental Nutrition Assistance Program (SNAP). They work closely with the PBC Food Bank. The benefit is that individuals in the community can go to the Food Bank to get assistance in completing applications. Income levels are used to determine eligibility. Elisa Cramer will provide this information to be shared with the Council. The funds requested today is for a staff person at the Food Bank to conduct the interviews and assess the qualification of families for SNAP.

**A motion by Goodman/Weber to approve Resolution #21-007 Authorizing an Amendment for Increased Allocation to Palm Beach County Food Bank Memorandum of Agreement – Benefits Outreach Program as presented was approved by unanimous vote.**

5. Resolution #21-008 Authorizing FY 2021 Book Purchases and Distribution for "A Book for EveryChild" Campaign 7

**Recommendation: I recommend the Council approve Resolution #21-008 authorizing the CEO to enter into multiple agreements for the period beginning June 1, 2021 to September 30, 2022 with A to Z Books LLC; Barnes & Noble Booksellers Inc.; Interstate Promotional Distributors Inc. d/b/a Interstate Books4School; and Pyramid Books – along with Scholastic Inc. – in total amounts not to exceed \$420,000 in FY 2020-2021 and \$420,000 in FY 2021-2022, subject to the Council's annual budget and TRIM process.**

6. Resolution #21-010 – Florida Small Business Development Center Capacity Building Supports 8

**Recommendation: I recommend the Council approve Resolution #21-010 waiving the procurement policy and authorizing the CEO to execute the agreement between CSC and SBDC for organizational capacity building supports effective June 1, 2021 through May 31, 2022 in the amount not to exceed \$65,000, subject to the Council's annual budget and TRIM process.**

B. Business

1. Warrants List – approved by Consent.

C. Proclamations

1. Proclamation Declaring May 2021 as Mental Health Awareness and Trauma-Informed Care Month

**A motion by Robinson/Kroll to approve a proclamation declaring May 2021 as Mental Health Awareness and Trauma-Informed Care Month as presented was approved by unanimous vote.**

2. Proclamation Declaring May 2021 the National Month to Prevent Teen Pregnancy

**A motion by Robinson/Kroll to approve a proclamation declaring May 2021 the National Month to Prevent Teen Pregnancy as presented was approved by unanimous vote.**

6. **Non Consent Agenda**

- A. Program - N/A
- B. Business – N/A
- C. Proclamations – N/A
- D. For Informational Purposes Only – N/A

7. **Walk-In Items – N/A**

- A. Resolution #21-011 Authorizing a Revision to Resolution #21-004 Authorizing the Re-Purposing of Under Expenditures **W-1**

**Recommendation: I recommend the Council approve Resolution #21-011 authorizing a revision to Resolution #21-004, authorizing the use of under expenditures to support GII Pipeline in an amount not to exceed \$300,000 and authorizing the use of up to \$1,200,000 for a new one-time category of Support for Recovery, to support agency operations for prior GII awardees, in lieu of using the under expenditures for the general GII RFP process.**

The CEO advised that the original dollar amount requested in the original Resolution remains the same. CSC is not planning to offer the Great Ideas Initiative RFP this year. Staff wants to add a one-time category for those organizations that were originally funded in GII and offer them the ability to receive dollars to sustain the programs that they originally invested in. Some of these organizations are currently struggling due to our current environment. This is a one-time only situation and we are looking at opening up Great Ideas Initiative again next year.

We have 70 organizations that are past GII recipients that are eligible to submit an application. Chair Bean and Council member Robinson expressed reservations but supported this one time allocation, with an expectation of a return to the regular GII process next year.

**A motion by Weber/Goodman to approve Resolution #21-011 authorizing a revision to Resolution #21-004 Authorizing the Re-Purposing of Under Expenditures as presented was approved by unanimous vote.**

## 8. Chief Executive Officer's Report

For those Council members that attended the meeting in person, we provided a hard copy of the Annual Comprehensive Financial Report and a copy of our 2020 Annual Report. Others will be mailed a copy.

The Youth Services Department is working closely with providers to make sure that they follow the Summer Camp guidelines. A copy of the guidelines will be provided to Council members after this meeting.

## 9. Legal Reports

General Counsel provided a legislative update to the Council.

- A. Reminder: Annual Financial Statement Filing – Due July 1, 2021
- B. Approval of new Council Meeting Dates
  - 1. May 20, 2021
  - 2. July 8, 2021

**A motion by Robinson/Goodman to approve the new Council meeting/workshop dates on May 20, 2021 and July 8, 2021 as presented was approved by unanimous vote.**

Discussion took place regarding the dates for the annual TRIM Hearing. Considering the School District and the County's TRIM hearing dates, it was agreed that the TRIM Hearings will take place on Monday, September 13, 2021 at 5:01 p.m. and Thursday, September 23, 2021 at 5:01 pm.

## 10. Public Comment – Non Agenda Items

- A. In person
- B. Phone

No public comments in person or telephone.

## 11. Council Comments

Tom Weber shared that he has decided to be more involved in early learning and has accepted a position as the CEO of the Hobe Sound Learning Center in Hobe Sound.

## 12. Adjournment

The meeting was adjourned at 7:25 pm.

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Thomas Bean, Chair

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