

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
COUNCIL MEETING
October 22, 2015, 4:30 p.m.

MINUTES

1. Call to Order

Chair Langowski called the meeting to order at 4:31 p.m.

Present:

Thomas Bean arrived 4:55 p.m.

Vince Goodman

Kathleen Kroll

Greg Langowski

Thomas E. Lynch

Dennis Miles

Shelley Vana arrived 5:08 p.m.

Thomas P. Weber

Excused: Robert M. Avossa, Ed.D.; Debra Robinson, M.D.

A. Invocation – led by Vince Goodman

B. Pledge of Allegiance – led by Chair Langowski

C. Presentations

1. Prime Time Palm Beach County – Kasha Owers, Director of Program Performance (CSC); Suzette Harvey, Executive Director, Prime Time Palm Beach County; Lisa Lindeman, Director of Research & Evaluation, Prime Time Palm Beach County

Kasha Owers, Director of Program Performance, introduced Suzette Harvey, Executive Director, Prime Time Palm Beach County and Lisa Lindeman, Director of Research & Evaluation, Prime Time Palm Beach County. Suzette Harvey stated that CSC and Prime Time had been partners for the past 15 years. She stated that they had produced a white board video about Prime Time's work which gave an overview of the organization. The video was played. Link to video: [Prime Time Palm Beach County: Helping Out-of-School Time Programs be the Best that They can be! - YouTube](https://www.youtube.com/watch?v=D73OQV35pFQ) or <https://youtu.be/D73OQV35pFQ>

Suzette Harvey stated that Prime Time had grown from 3 employees to 27 employees and conservatively served 20,000 youth and 1,500 practitioners in their programs. She stated that they had received additional funding from the Youth Services department of the County, and had grown their programs in the current year. She stated that they would be doing more development with the 6th through 8th graders due to a grant received from the United Way.

Ms. Harvey stated that one of the greatest achievements over the past 15 years was to be recognized across the nation as a leader in the field of out-of-school time. She stated that

Prime Time is unique because it is the only organization of its kind in the State of Florida, there are no other independent nonprofit afterschool intermediaries in Florida. She stated that Prime Time was the convener of the quality improvement system, created in partnership with other organizations such as the School District, Palm Beach State College, practitioners, and providers. She stated that it had taken several years and that they are very proud that it is a county-wide effort with buy-in from across the sector.

Ms. Harvey stated that they had pioneered credit and non-credit professional development pathways with Palm Beach State College, and that her staff had created curriculum for an AA degree and BSA degree certificate. She stated that through CSC funding they had been able to create a career path for people who were interested in working in the field of youth development. She stated that they had a system within which they delivered high quality experiences for children, primarily those children who may not have had such experiences. She stated that there were a variety of experiences available for children and that they could be in sports, academics (such as STEM, STEAM and robotics), cooking activities, and other activities in partnership with other organizations such as the Palm Beach Zoo, the Science Museum, Green Mouse Academy, and Junior Achievement.

Ms. Harvey stated that all services provided were wrapped around data and research. She stated that the impact of Prime Time was qualified and quantified through the numbers. Lisa Lindeman, Director of Research & Evaluation, stated that although Prime Time did not work directly with youth they were able to achieve desired outcomes by raising the quality of those programs that worked with the children. She showed a simplified logic model which showed how Prime Time's work led to program outcomes, which in turn led to youth outcomes.

Ms. Lindeman stated that there were three departments in Prime Time: Quality Improvement, Professional Development, and Community Engagement and Support. She stated that the teams worked together to help programs create safe and supportive environments, ensuring that staff were well-trained, using best practices, etc. which are all indicators of high quality. She stated that the program outcomes helped youth experience more physical and psychological well-being, and have supportive relationships. She stated that the ultimate result of these efforts were to have children growing up healthy, safe, and strong.

Ms. Lindeman stated that the American Institutes for Research had launched Prime Time's efforts to demonstrate youth-level outcomes, and it had focused on academic success. She stated that they were continuing and expanding that work by including the social and emotional benefits. She stated that in this way it reflected their interest in the whole child, and what they wanted to determine was: were out-of-school-time (OST) programs achieving the benefits, what did they look like, and under what circumstances would they see the biggest benefits. She stated that what they were currently exploring was whether the social emotional benefits were part of what helped youth succeed in school. She stated that the way they were approaching the research was designed to ensure that Prime Time was

included in the work unfolding at the national level. She stated that they had specifically taken steps to align their research with Every Hour Counts.

Ms. Harvey stated that Every Hour Counts was a national consortium of after school intermediaries. She stated that there were nine organizations that participated, and it was formed in 2006 with six founded communities. She stated that Prime Time was invited to be part of the collaborative in 2008. She stated that the Executive Directors of the nine communities convened quarterly to discuss affecting change in the out-of-school arena. She stated that other participating sites were: Chicago, Boston, Baltimore, Nashville, Oakland and the Bay Area, New York City, St. Paul, Providence, and Prime Time Palm Beach County. She stated that it cut across the entire OST community, and that they all approached the work differently, but all desired the same outcomes – to have positive impacts on children.

Ms. Harvey stated that they were looking to be impactful in the following areas, measuring the success of the programs: i) strengthening the relationship between the school day and out-of-school time; ii) building a quality afterschool system for diverse populations; iii) designing systems for high school students (she qualified that Prime Time did not undertake this work currently, but referred to some of the other sister communities undertaking this work); iv) strengthening the afterschool workforce (conducted through publications, demonstration projects and advocacy.)

Ms. Harvey stated that in Spring, 2015 she had been elected to the Board of the Florida Afterschool Network (FAN) based in Tallahassee. She stated that Prime Time was now at the table to show what it had done in Palm Beach County, and expand it to the rest of the state.

Ms. Lindeman stated that Every Hour Counts had recently finalized a national measurement framework, the goal of which was to help organizations around the country build a unified story about the impact of OST programs. She stated that they recommended (at the youth level) looking at attendance, program engagement, and academic achievement, and they also had a set of social and emotional outcomes to be examined which included critical thinking, self-regulation, etc. She stated that they recommended four tools for measuring those outcomes, one of which was the Devereux Student Strengths Assessment (DESSA) which is the one that Prime Time had been using. She stated that the DESSA was designed for out-of-school-time practitioners to answer a series of questions about each youth, with the practitioners rating the youth on the social and emotional competencies. She stated that the eight scales on the DESSA gauged competencies such as relationship skills, self-management and decision making. She stated that in Spring, 2015 they had conducted a pilot study using a shortened version of the DESSA, partly to determine whether it would be an adequate tool to give them rich enough data. She stated that the pilot had not involved a pre-test, but the full study which began October, 2015 was a pre – post design. She stated that they had experienced challenges in connecting with de-identified school data which included demographic information about those students assessed, they had been unable to form matched comparison groups and they had therefore been limited in the conclusions they could draw from the pilot study. She stated that they had been able to learn, at the conclusion of the school year, that youth had demonstrated greater social emotional

competencies based on the ratings of programs that were rated as higher on quality in the domain of social interaction.

Ms. Lindeman stated that the full study had been renamed "Believe and Succeed", and Council members were provided a copy of the study. She stated that the study had only included the community OST programs, they had not been able to include the school-based OST programs. She stated that they were now using the full 72 item DESSA which would give them richer information regarding the social emotional outcomes. She stated that it was their hope to create match comparison groups so that they would be able to attribute improvements in social emotional skills between high and low quality programs, to the quality programs. She stated that programs would receive reports and feedback regarding the results, and subsequent coaching, trainings and other supports would be informed by the results. She stated that the project was not just a study to determine whether or not youth were experiencing these benefits, it was also designed to inform program design. She stated that she was working closely with other teams at Prime Time to ensure they could integrate results with the programs via improvement plans.

Ms. Lindeman stated that the youth outcome research would continue the work of connecting program quality to youth outcomes. She stated that every program in the quality improvement system was assessed using the program quality assessment tool. She stated that it was the other piece of the puzzle, and they definitely wanted to look at it every year. She stated that during the past year they had found that Prime Time was having an impact on program quality, on a scale from 1 to 5, with 5 being the highest quality, the vast majority of programs in the quality improvement system achieved satisfactory to very high quality, with most having improved their score from the previous year.

Ms. Lindeman stated that there was more striking evidence of Prime Time's impact, they were finding that improvement directly followed from the specific coaching and supports provided by Prime Time. She stated that the quality improvement system functioned by identifying areas in need of improvement, and focusing on those areas. She stated that the focus areas formed each program's improvement plan, with specific goals to improve on selected items of the program quality assessment tool. She stated that in 2013/14 programs had shown dramatic improvements on areas of quality they had chosen to focus on, however, in other areas where they were not specifically supported in changing, improvement was less pronounced. She stated that a one-year plan was created based on their assessment scores, and they then looked at how they had improved by examining their assessment scores the following year.

Ms. Lindeman stated that they had calculated the average scores for all items appearing on a program improvement plan in 2013/14, and it was determined that when the items were on a program improvement plan, their scores for those items increased substantially, by an average of one full point. She stated that when the items were not on an improvement plan, on average there was no significant change. She stated that the full report in this regard would be available in December, and it would show changes over time for specific items. She stated that data that she had shared had been a preliminary summary.

Vince Goodman asked why the program was called Prime Time. Suzette Harvey stated that it was a prime time for children to do well after school, it was a prime time for positive youth development. She stated that children had a lot of free time between 3:00 p.m. and 6:00 p.m., with a lot of time when they were unsupervised, so it was the prime time to support youth.

2. Minutes

A. September 24, 2015 Final Program Review Committee Meeting

A motion by Goodman/Weber to approve the Minutes of the September 24, 2015 final Program Review Committee meeting as presented was approved by unanimous vote.

B. September 24, 2015 Council Meeting

A motion by Goodman/Lynch to approve the Minutes of the September 24, 2015 Council meeting as presented was approved by unanimous vote.

C. September 24, 2015 TRIM Public Hearing Minutes

A motion by Weber/Goodman to approve the Minutes of the September 24, 2015 TRIM Public Hearing meeting as presented was approved by unanimous vote.

3. Public Comment – Agenda Items – N/A

4. Council Committees:

A. Finance Committee – N/A

B. Personnel Committee

Chair Langowski stated that the Personnel Committee had met earlier that day. Shay Tozzi, Director of Human Resources, stated that they had reviewed three agenda items at the Personnel Committee meeting. She stated that the first agenda item had been benefit renewal for employee insurance for the calendar year 2016, the second had been voluntary early retirement, and the third had been domestic partners insurance coverage.

Ms. Tozzi stated that they had worked with the insurance broker, The Gehring Group, who had initially brought a renewal proposal for medical insurance from Cigna with an increase of 8%. She stated that after negotiations they had been able to secure the medical renewal with an increase of 4.86%, for an overall total increase of 8.6% which included medical, dental, life, short-term disability and long-term disability insurance. She stated that the proposed 8.6% increase was below the 15% that had been budgeted for renewal. She stated that the Personnel Committee recommended moving forward with Cigna for insurance renewal for 2016. Chair Langowski stated that there was an agenda item in the Council notebook outlining all Personnel Committee recommendations, he stated that it was agenda item 5B(2) or reference #6.

Ms. Tozzi stated that CSC had offered the Voluntary Early Retirement program in the past, and nothing had changed with regard to the voluntary early retirement package except for the election timeframe. She stated that staff who wished to elect voluntary early retirement needed to inform HR between November 1, 2015 and January 8, 2016, with retirement to take place between April 1, 2016 and June 30, 2016. She stated that the Personnel Committee recommended moving forward with the Voluntary Early Retirement program as outlined.

Ms. Tozzi stated that in order to equalize benefits for same-sex partners, CSC had offered employees and their domestic partners group insurance benefits as long as they were registered with a declaration form, recorded with the Clerk and Comptroller's office. She stated that since January, 2015, same-sex marriage was legal in the State of Florida. She stated that in addition, President Obama's Affordable Care Act had come online, with access to affordable healthcare through the marketplace. She stated that the Personnel Committee recommended discontinuing domestic partner coverage effective January 1, 2016.

Tom Lynch asked whether domestic partners had always been accepted. He stated that if people didn't want to get married and they had been accepted as domestic partners, why would CSC take it away from them. Tom Sheehan, General Counsel, stated that the policy had begun in 2008. He stated that there were administrative hassles connected to domestic partners such as imputed income to the non CSC-employee spouse which needed to be calculated. He stated that the original rationale for having it was because coverage had not been available. Mr. Lynch stated that it was his concern that staff may be finding out they had to get married between the current time and January, and that they should have been given more time. Mr. Sheehan stated that everyone that was affected by the proposed policy change had been notified, and that there had been no issues in that regard. Ms. Tozzi concurred.

An amended motion by Goodman/Lynch to approve the Personnel Committee report, subject to approval of Agenda Item 5B(2), was approved by unanimous vote.

5. Consent Agenda

1. Additions, Deletions, Substitutions - none
2. Items to be Pulled for Discussion – There were no items pulled for discussion purposes.
3. Adoption of the Consent Agenda and Walk-in Warrants List

A motion by Bean/Lynch to approve the Consent Agenda and the Walk-in Warrants list was approved by unanimous vote.

A. Program

1. Resolution #15-038 Authorizing Increased Funding for 2015-2016 SAMIS Collaborative Agreement – Approved by Consent

B. Business

1. Warrants List – Approved by Consent
2. Resolution #15-037 Authorizing CSC Benefit Renewal; Approving Voluntary Early Retirement for 2016; and Approving Discontinuation of Domestic Partner Healthcare Coverage – Approved by Consent
3. Resolution #15-039 Authorizing Procurement of Box.com through Carahsoft – Approved by Consent

6. Non Consent Agenda

- A. Business – N/A
- B. For Informational Purposes Only – N/A

7. Walk-In Items – N/A

8. Chief Executive Officer's Report

1. STEM (Science, Technology, Engineering and Math) Initiative/Robotics

Lisa Williams-Taylor, Ph.D. stated that the CEO Report contained information about a new STEM initiative that CSC was piloting, to possibly create a robotics pipeline.

2. What Works! Summit

Dr. Williams-Taylor stated that over 300 people had attended the What Works! Summit on September 30th.

3. Paper Tigers

Dr. Williams-Taylor stated that the Paper Tigers event would take place on Friday, October 23, 2015. She stated that there were over 330 people signed up, and Judge Kroll would be on the panel. She stated that Judge Alvarez would be facilitating the event, with additional panelists from the infant mental health arena, the Sheriff's office, two school principals, and the School District's Chief Academic Officer. She stated that they would love to see Council members at the Convention Center the following day. The meeting was recessed at 5:01 p.m. in order to conduct the TRIM Public Hearing. The meeting was reconvened at 5:05 p.m.

4. Center for the Study of Social Policy to Provide Funding for the Installation and Implementation Phase of Project DULCE

Dr. Williams-Taylor stated that due to CSC's partnership with the Center for the Study of Social Policy, \$105,000 in funding would be received from that entity over a two-year period for Project DULCE.

5. Photovoltaic (PV) System Installation

Dr. Williams-Taylor stated that the solar panels had been installed and the rebate had been approved. She stated that they would be going live soon.

6. Communications Update

Dr. Williams-Taylor stated that in early October they had released a Request for Proposals for the parenting campaign and had started receiving donations for drowning prevention services.

7. Provision of Books to Juvenile Court

Dr. Williams-Taylor stated that there was a new initiative to start providing books to the Juvenile Court, and the books would be delivered at the end of November.

8. Sample Growth Charts, Print Ad for Funded Agencies and Programs

Dr. Williams-Taylor stated that Council members had sample growth charts at their places, and that Chief Communications Officer John Bartosek had introduced the growth charts the previous month. She stated that Council members had also been furnished with a copy of the print ad for funded agencies and programs which would hopefully be in the Palm Beach Post that coming weekend.

9. Quarterly Media Expenditures Report

Dr. Williams-Taylor stated that the CEO Report contained the quarterly media expenditures report.

9. Legal Reports

Tom Sheehan, General Counsel, stated that Council Members had been furnished with the form "Certificate of Compliance with Conflict of Interest Policy". He stated that Council members had also been provided with a copy of their 2014/15 Certificate of Compliance for their convenience. He stated that the form contained the instructions for completion, and that there were two boxes to be checked. He stated that he would assume that Council members would check the first box that they *were* in compliance, and the second box that they had *not* had voting conflicts in the past year. He stated that Council members needed to list organizations, corporations, partnerships, etc. where they were a director, trustee, partner, employee, or had a 5% ownership. He stated that the forms were due to be returned no later than the January Council meeting (January 28, 2016). He stated that staff would mail the forms to those Council members who were not in attendance.

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

11. Council Comments – N/A

12. Adjournment

The meeting was recessed for the TRIM Public Hearing at 5:01 p.m., reconvened at 5:05 p.m., and adjourned at 5:09 p.m.



Vincent Goodman, Secretary



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