

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**  
**January 24, 2019, immediately following Council Workshop**

**MINUTES**

**1. Call to Order**

Chair Weber called the meeting to order at 5:38 p.m.

Present:

Vince Goodman

Tom Lynch

Melissa McKinlay

James Martz

Debra Robinson, M.D.

Jose Luis Rodriguez

Thomas P. Weber

Excused: Thomas Bean; Dennis Miles; Donald E. Fennoy II, Ed.D.

A. Invocation – led by Vince Goodman

B. Pledge of Allegiance – led by Chair Weber

C. Presentations

1. Presentation of CPPA (Comprehensive Program Performance Analysis) Results – Michelle Abarca, Program Performance Lead

**Q: How long does the agency that was in red and is now in yellow have to get to green? Is there a timeframe?**

A: They will be evaluated in April and then again in the summer and at the end of the year. There is no specific time set for them to get to green, it's more about the trajectory and seeing the results.

**Q: How long have the specific program in the yellow category been funded?**

A: Nine years.

**Q: Have they been in the yellow or red categories before?**

A: Yes, in 2014-15 they were on another Performance Improvement Plan in yellow, which they successfully completed. This happened again during the next fiscal year and the corrections that they needed at that point were not that significant.

**Q: Were the issues found similar or different each time?**

A: Similar in the sense that this is a grassroots organization and components such as fiscal and administrative support are needed to be built up and supported by CSC. Now they have a CFO and other support areas that are helping.

**Q: Do the programs that don't pass get a second chance?**

A: When an agency is put on a Performance Improvement Plan or a Corrective Action Plan, we provide a clear timeline that includes our expectations. In terms of programs in red, we do bring these to the Council. While CPPA is one element, we are also looking at the audits and ongoing monitoring to come forward to the Council with recommendations, explaining exactly all the issues for the Council to evaluate and approve.

**Q: How is it determined to use the short or the long form?**

A: It depends on the contract category. When we start a new contract we classify them in various categories, depending on the type of service that they will be

providing. Usually those that use the short form are those that do not have direct family outcomes.

**Q: When was the last time that we terminated a program based on CPPA results?**

A: In 2013, when we first implemented CPPA, we terminated 8 programs for a total of \$7.6M. Since then we have built out reports so that our providers are able to stay on top of everything themselves. The goal is for them to come to us and bring up anything that is not working right or an area where they need additional support. Over time, we have spent a lot of time helping providers build capacity and now we see fewer providers in the yellow category. The CPPA process is definitively working. Programs evolve and so do we.

**Q: How many data elements are there in the CPPA scoring for the long one?**

A: It is still the same since the last time we presented this to the Council. It includes Program Operations, Data Quality, Fidelity and Program Outcomes.

**Q: Is the CPPA metrics or rubric available?**

A: We will make it available to the Council. We are continuing to work with our providers on capturing data and looking at what is behind the data. Also at looking at better ways to capture their work and areas of improvement.

**Q: Do the providers know how they will be evaluated from the beginning?**

A: Absolutely.

## 2. Minutes

### A. December 6, 2018 Council Meeting

**A motion by Lynch/Goodman to approve the Minutes of the December 6, 2018 Council meeting as presented was approved by unanimous vote.**

## 3. Public Comment – Agenda Items – N/A

## 4. Council Committees:

- Finance Committee

Tom Lynch stated that the Finance Committee met this afternoon and reviewed the investments for October and November 2018. They also approved the financials for October and November 2018.

**A motion by Goodman/Martz to approve the Finance Committee report in full was approved by unanimous vote.**

- Personnel Committee – N/A

## 5. Consent Agenda

### 1. Additions, Deletions, Substitutions – N/A

### 2. Items to be Pulled for Discussion – Agenda item 5A(1) (Reference #2) was pulled for discussion purposes.

3. Adoption of the Consent Agenda and Walk-in Warrants List

**A motion by Lynch/Goodman to approve the Consent Agenda and Walk-In Warrants with the exception of Agenda item 5A(1) (Reference #2) was approved by unanimous vote.**

A. Program

1. Resolution #19-001 Approving a one year extension of the Interlocal Agreement between Palm Beach County and CSC that provides match funds for Head Start and Early Head Start and new funding for Youth and Young Adult Programming

**Q: It was asked to briefly walk through the Interlocal Agreement between Palm Beach County and CSC that provides match funds for Head Start and Early Head Start and new funding for Youth and Young Adult Programming.**

A: This is an agreement between the county and CSC that was originated when the County stopped providing Head Start directly. The federal government was going through an RFP for the provider of Head Start and there was an agreement made between CSC and the county that we would provide the match dollars that are required for Head Start. We laid out some criteria of what our expectations would be and let the community know that if they wanted to propose to the federal government to be the provider, we would provide the match and they had to agree to become part of our Strong Minds system. We agreed to provide the match dollars in an escalating amount and the county would be saving money by us doing this, so they would put that funding behind new evidence-based youth programs. The chart shows the agreement in more detail. We are approaching the end of that agreement and the county started by creating the Youth Services Department as one of the first steps and have done RFPs and funded programs. After a few years, they are about a half a million dollars short on what those commitments were. When we looked at how this contract is coming to an end, rather than saying all of that should be made up in one year, we thought it was more prudent to extend the contract by a year and the county made a commitment and not have that money cut out from their budget. Otherwise, the obligation according to this agreement would be that they would go from spending about \$3M in 1 year to \$4.6M in 1 year.

**Q: Is the \$4.6M from the county?**

A: Yes. We are already committed to \$4.1M. If we carry over half a million, now they are obligated to a higher number and it makes sense to give them more time to reach their commitment. It was clarified that they fund programs, they don't provide us with the money.

It was stated there is no obligation on our part to the county to continue the Head Start match.

Tammy Fields, Director of the Youth Services Department, shared that one of the reasons why they are behind on \$500,000 in spending is that they worked on creating a Youth Master Plan in the first two years. They didn't feel that it was appropriate to decide to spend money in evidence-based programs without knowing what programs the community really needed. The lag comes from the beginning part when they were completing the Youth Master Plan and since then they have been putting out RFPs specifically to match the needs that were identified.

**A motion by Lynch/Robinson to approve Agenda item 5A(1) (Reference #2) was approved by unanimous vote.**

**B. Business**

1. Warrants List – 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**

- Follow-up from Council meeting on December 6, 2018
  - JPB Foundation and the Center for the Study of Social Policy award two year grant to Children's Services Council for Project DULCE
  - Update on STEM Initiative
  - Parent Engagement and Leadership Assessment Guide and Toolkit
  - Special Needs Equipment Fund
- Q: Is there a cap on the money we spend?**
- A: There is a review committee from United Way that assesses whether or not the amount requested is warranted. It could vary from year to year after every other resource has been exhausted. We don't have a single cap on a piece of equipment.
- Q: Is our spending because it's the funding that we have for or is it because it's the demand by United Way?**
- A: We have used the \$90,000 as a baseline. We have come before the Council and asked for temporary increases based on demand for medical equipment. If there is a need, we would come to the Council to request an approval.
- Q: Do you know the household income of the families that we serve?**
- A: We don't have that information but we can certainly get it. We want to make sure that this is a resource that will not be covered by insurance, Medicaid or any other means.
- CSC attended the third March of Dimes Prematurity Summit
  - Annual Angel Tree
  - Books in the Glades
  - Pregnancy Guides in Spanish and Haitian Creole
  - Data Brochure for FY 2018-2019
  - Community Voice Brochure
  - Reminders: 2019 Race to Equity Summit, Birth to 22 Annual Business Breakfast, Groundwater Analysis
  - Broken Places Documentary on trauma and adverse childhood experiences showing and panel discussion:
    - February 1<sup>st</sup> at the Living Room Theatre in FAU
    - March 27 at the Dolly Hand Center

## 9. Legal Reports

### A. CSC Annual Meeting, Election of Officers – February 28, 2019

Tom Sheehan, General Counsel, reminded Council members that we will have our annual election of officers in our next Council meeting on February 28. We will also have a Prevention Partnerships for Children meeting that day after the Council meeting.

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


## 11. Council Comments – N/A


Commissioner Melissa McKinlay introduced herself, as this is her first Council meeting. Her district is the entire western side of PBC, more than 70% of our entire county is in this District. She has 3 children that have attended schools in Palm Beach County. She has focused for 22 years as a member of the Junior League and has focused since her twenties on issues surrounding juvenile justice, foster care, and vulnerable populations. She is also working on improving conditions in the Glades area and is very focused on housing, working to provide a safe and healthy home for children. She is also focused on the opioid epidemic, including children born with neonatal abstinence syndrome and trying to find services for those families, in particular pregnant women and newly post-partum women and a lot of the inequities that those particular patients have while combatting their illnesses. She thanked the CSC for the work that we are doing. Another area that she is focusing on is human trafficking. She stated that this is National Human Trafficking Month. During this month, if you fly Delta, they will be showing on every flight that is going to Atlanta how to recognize signs and symptoms of human trafficking. She is very excited to join this Council.

Vince Goodman wished staff a happy new year and stated that he is very pleased that the Council members have received so much pertinent information to share.

## 12. Adjournment

The meeting was adjourned at 6:14 pm.

  
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Vincent Goodman, Secretary

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

