

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
COUNCIL MEETING
Thursday, September 10, 2015, 5:00 p.m.**

MINUTES

1. Call to Order

Chair Langowski called the meeting to order at 5:34 p.m.

Present:

Robert M. Avossa, Ed.D.

Thomas Bean

Greg Langowski

Debra Robinson, M.D.

Shelley Vana

Thomas P. Weber

Excused: Vince Goodman, Kathleen Kroll, Thomas E. Lynch, Dennis Miles

A. Invocation – led by Chair Langowski

B. Pledge of Allegiance – led by Chair Langowski

C. Presentations

1. Welcome Council Member Robert M. Avossa, Ed. D.

Chair Langowski welcomed Dr. Robert Avossa and stated that he was selected as Superintendent of Palm Beach County's District Schools in June, 2015. He stated that prior to joining the Palm Beach County School District Dr. Avossa had served as Superintendent with Fulton County schools in Georgia. He stated that CSC works very closely with the School District on a number of important issues and initiatives, and that CSC looked forward to continuing that relationship.

2. Certificates of Appreciation to Children's Services Council and Strong Minds – Shelley Parker, Program Officer

Lisa Williams-Taylor, Ph.D., Chief Executive Officer stated that CSC had received two certificates of appreciation from Head Start, one was for CSC and the other was for Strong Minds. She stated that CSC had been acknowledged at the Head Start pre-service event for all its recent work conducted around Head Start.

2. Minutes

A. August 6, 2015 Council Meeting

A motion by Bean/Weber to approve the Minutes of the August 6, 2015 Council meeting as presented was approved by unanimous vote.

3. Individual Appearances – Agenda Items – N/A

4. Council Committees:

Personnel Committee

Chair Langowski stated that the Personnel Committee had met prior to the Council meeting and recommended approval of the 2015/2016 calendar of holidays. He stated that the Personnel Committee recommended approving December 23rd as an additional CSC holiday, in addition to the days between Christmas and New Year's. He stated that the CSC offices would be closed from Wednesday, December 23rd through Friday, January 1, 2016. He stated that the proposed holiday calendar for 2016 would close CSC on Monday, December 26th in observance of the Christmas Day holiday on the Sunday, through the whole week, through New Year's Day, 2017.

A motion by Robinson/Vana to approve the 2015 and 2016 Holiday schedules as outlined was approved by unanimous vote.

Finance Committee

Thomas Bean stated that the Finance Committee had met August 24, 2015 and had approved the July 31, 2015 Financial Statements. He stated that the Finance Committee recommended approval of the proposed 2014/2015 budget revision. He stated that the budget revision included moving \$330,000 to Prevention Partnerships for Children, Inc. revenues for the tiered reimbursement Strong Minds supplements.

A motion by Robinson/Vana to approve the Finance Committee report including 2014/2015 budget revision and Financial Statements ending July 31, 2015 was approved by unanimous vote.

5. Business/Consent Agenda

A. Consent Agenda Management

1. Additions, Deletions, Substitutions
2. Items to be Pulled for Discussion – There were no Agenda Items pulled for discussion purposes.
3. Adoption of the Consent Agenda and Walk-in Warrants List

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

- B. CSC Funded Programs – Current – N/A
- C. CSC Funded Programs – Future – N/A
- D. Planning & Development – N/A
- E. Personnel – N/A
- F. Financial
 - 1. Warrants List – Approved by Consent
- G. Administration – N/A
- 6. Business/Non Consent Items** – N/A
- 7. Walk-In Items** – N/A
- 8. Chief Executive Officer's Report**

1. Follow-Up from August 6, 2015 Council meeting

Lisa Williams-Taylor, Ph.D. stated that as questions arose during a Council meeting she would ensure that the questions and data were researched and would bring the materials to the subsequent Council meeting. She stated that there had been three items of interest from the August 6th meeting:

- Breastfeeding – evidence, rates, and what CSC was doing to promote it
- Infants not receiving risk screen – 2% of births in the county did not get screened, the CEO report contained information/research in this area
- Project DULCE – A report on Project DULCE was contained within the CEO Report.

2. Upcoming Events

- First 1,000 Days Summit – Dr. Williams-Taylor stated that this event would take place October 21st through October 23rd at the Palm Beach Convention Center. She stated that they were expecting approximately 500 attendees, and over 400 had already registered. She stated that it was a collaborative between many statewide groups: maternal and child health; prevention and early intervention; infant mental health, school readiness, and early childhood development. She stated that there would be two renowned speakers: Dr. Michael Lu from U.S. Department of Health and Human Services, and Dr. Brenda Jones-Harden from University of Maryland who would talk about toxic stress in children. She stated that the CEO Report contained over 40 workshops for the First 1,000 Days Summit.
- “What Works” Evidence-Based Summit - Dr. Williams-Taylor stated that the Summit would take place September 30th at the Palm Beach Convention Center. She stated that

the Summit was part of the work of the Youth Symposium which had taken place in 2013. She stated that it was a collaboration between the Palm Beach County Youth Services Department, the County, the School District, United Way, Career Source, and CSC. She stated that they expected attendance in the amount of 300 to 350 persons. She stated that over 280 people were currently registered. She stated that the CEO Report included a draft of the agenda for the Summit, as well as a breakdown of the different workgroups. She encouraged Council members to forward the materials and information to the groups they worked with in order for them to register and attend.

3. 2016 Calendar of Council Meetings

Dr. Williams-Taylor stated that the CEO Report contained the proposed 2016 calendar of meetings, and that it would be addressed in the Legal Reports section of the agenda.

4. Service Awards

Dr. Williams-Taylor stated that the CEO Report contained one service award.

5. Human Resources Award

Dr. Williams-Taylor stated that the world's leading human resources organization, the International Public Management Organization for Human Resources had honored Children's Services Council with the Agency Award for Excellence. Dr. Williams-Taylor stated that Shay Tozzi, Human Resources Director would be going to Denver to receive the award on behalf of CSC.

9. Legal Reports

1. Motion to Adopt Revised 2016 Calendar of Council Meetings (in CEO Report)

Tom Sheehan, General Counsel stated that the CEO Report had contained the proposed calendar of CSC Board meetings for 2016. He stated that in March, 2016 the meeting was proposed for the 5th Thursday in order to avoid Spring Break school holidays. He stated that the annual Planning Session would be April 28th from 4:00 p.m. to 6:00 p.m., followed by the Council meeting. He stated that, as in the past, there were no Council meetings in July or November, hence the meetings in August and December were moved to earlier in the month. He stated that, by statute, CSC could not have its TRIM hearings on the same dates and the County and the School Board, and the dates for the County and School Board would not be known until several months prior, therefore CSC was unable to pinpoint its dates for its September meetings until the County's and the School Board dates were known. He stated that once the dates had been determined for September they would then be published in the newspaper. He stated that upon approval the calendar of dates for 2016 would be published in the newspaper and would be put on the CSC website.

Thomas Bean clarified that the date for the 2016 Planning Session was April 28th. Mr. Sheehan stated that there had been a typo and that it had been corrected by email.

A motion by Bean/Weber to approve the Revised 2016 Calendar of Council Meetings as outlined in the CEO Report was approved by unanimous vote.

2. Quorum for Second September TRIM Hearing

Mr. Sheehan thanked all Council members for being present at the Council and TRIM hearings that evening and stated that it was very important. He stated that there were currently seven Council members confirmed for the quorum for the September 24th meetings, and that it was critical to have a quorum present because there were numerous hoops to jump through if it was necessary to continue the TRIM hearing due to lack of a quorum.

3. Required Information for CSC Website

Mr. Sheehan stated that in August he had forwarded the required information page for the CSC website. He stated that the legislature in 2014 had specified requirements for all Special Districts to have certain information readily available on their respective websites as of October 1, 2015. He stated that he had sent out the details as it would look and had received comments back. He stated that it would be on the CSC website effective September 14, 2015 and would include Council members' address, and email address as it had been given to CSC.

10. Individual Appearances – Non-Agenda Items – N/A


11. Council Comments – N/A

12. Adjournment

The meeting was adjourned at 5:46 p.m.



Vincent Goodman, Secretary



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