

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
COUNCIL MEETING
March 31, 2016, 4:30 p.m.

MINUTES

1. Call to Order

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

Present:

Thomas Bean

Vince Goodman

Kathleen Kroll

Greg Langowski

Thomas E. Lynch

Thomas P. Weber

Excused: Robert M. Avossa, Ed.D.; Dennis Miles; Debra Robinson, M.D.; Shelley Vana

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

1. BRIDGES 5 Year Profile – LaNita Sanders, Program Performance Officer

LaNita Sanders, Program Performance Officer stated that Bonnie Wagner, Research and Evaluation Analyst had been unable to attend and that she had contributed greatly to the presentation. She also recognized the attendance of many BRIDGES staff in the audience. She stated that Council members had a copy of the PowerPoint presentation and an addendum at their places.

Ms. Sanders stated that CSC had envisioned BRIDGES as a holistic, long term strategy to improve child outcomes. She stated that it had been designed to serve as a trusted community presence and universal connector of many isolated services. She stated that the current presentation was a milestone along a 12 to 15 year continuum. She stated that there would be progress in some indicators, and that it would take a little longer to affect change for other indicators, considering the range of personal, social, economic and environmental determinants in play. She stated that the pace and responsiveness to change varied from neighborhood to neighborhood. She stated that it was important to remember that data was being captured from a very small subset of the population, just a few blocks of a census track. She stated that the data was for 1,300 families and not more than 4,000 people. She stated that the number of families with children ages 0 to 8 was even smaller within those areas. She stated that a more in-depth evaluation was scheduled for the future which would uncover many of the causes and effects of the data anomalies.

Ms. Sanders stated that BRIDGES was a community hub designed to support connections between organizations and residents in ten targeted neighborhoods. She stated that the

neighborhoods had been identified because of the issues that had occurred over the years with maternal child health. She stated that BRIDGES served as a support for optimal child development, parenting, and neighborhood capacity building, and did so by bridging the traditional gaps in programming.

Ms. Sanders stated that since its inception in 2011, BRIDGES has served over 5,000 families with children ages 0 to 8, and had touched over 18,000 members of Palm Beach County. She stated that in the BRIDGES neighborhoods there was a disparity whereby single parent families with children under age 6 exceeded the rest of Palm Beach County (in this subset) by 16%. She stated that the median income in these neighborhoods was considerably less than that of Palm Beach County as a whole (\$26,512 compared to \$57,700). She stated that unemployment in the BRIDGES neighborhoods was almost double the rate of the rest of Palm Beach County (19% vs. 10%), and in some particular neighborhoods the rate of unemployment was even higher. She stated that there were a large number of families in the BRIDGES neighborhoods where there was no one in the family over the age of 14 that spoke English well, as compared to Palm Beach County as a whole.

Ms. Sanders stated that the racial makeup of the neighborhoods showed that 53% of residents were Black or African American compared to 17% for Palm Beach County as a whole. She stated that the Hispanic and Latino population was comparable to Palm Beach County as a whole (23% vs. 20%). She stated that several communities, especially in the Lake Worth area, had a greater concentration of Hispanic/Latino with over 50% of residents in this category.

Ms. Sanders examined the child outcome of the promotion of healthy births within the BRIDGES neighborhoods. She stated that BRIDGES had touched over 1,000 pregnant women and had referred nearly 400 of those women to Healthy Beginnings services. She stated that low birthweight babies were those born under 5½ pounds, and the rate of babies born at this weight in BRIDGES neighborhoods was comparable to the county's rate (8.8% vs. 8.5%). She stated that preterm babies were those babies born at less than 37 weeks, and births in the BRIDGES communities had a higher rate of incidence than Palm Beach County as a whole (16% vs. 13%).

Ms. Sanders stated that BRIDGES partners with many other community agencies, both CSC-funded and others available in the community, for service provision. She stated that the only direct service that BRIDGES provided was Triple P (Positive Parenting Program). She stated that BRIDGES had measured over 2,000 parents who had participated in Triple P. She stated that BRIDGES also addressed safety issues, and partnered with Safe Kids to provide car seat installation and safety. She stated that BRIDGES provided many workshops dealing with a myriad of issues that families faced concerning the health and safety of their children.

Ms. Sanders stated that 2/3 of children between ages 0-5 in BRIDGES neighborhoods had received one or more ASQ-3 (Ages and Stages Questionnaire). She stated that the ASQ helped to identify developmental issues. She stated that there had been 15% of children scoring with a concern and they had been referred to the Healthy Beginnings system. She

stated that once in the Healthy Beginnings system it was determined whether further testing or screening were needed, or whether intervention was needed. She stated that almost 2,000 children in the BRIDGES system had access to child care as a result of CSC scholarships. She stated that many BRIDGES, in partnership with their local schools or community agencies, offered Kindergarten readiness programs. She stated that they also offered parent-child activities where parents and children could spend time together on developmentally-appropriate activities, and, in many instances, it was the first time a parent had played with their child.

Ms. Sanders stated that each BRIDGES location had a linkage elementary school they worked closely with. She stated that together, they had developed an early childhood leadership collaborative where they brought together other community stakeholders to work collaboratively to resolve issues around Kindergarten readiness. She showed a graph where the BRIDGES lagged behind the county in Kindergarten readiness scores, although they were slowly improving since 2007. She stated that in 2014 data had not been available from the School District so a gap remained. She stated that in 2015 the measurement instrument had been changed. She stated that in 2015 almost 90% of kindergarteners in BRIDGES communities were ready for school.

Ms. Sanders stated that 766 families had attended the BRIDGES summer reading program. She stated that the program had been in operation for the past three years, and had initially been supported by the Early Childhood Cabinet in partnership with the School District. She stated that the program included working with parents to teach new strategies for them to work with their children at home, to help increase their love of learning and to help grow their linguistic capacity. She stated that they also included a reading log to chart how many hours they were reading, and the parents were actually engaged in the reading activities. She stated that it took place for approximately 6 weeks in the summer, and at the conclusion they had a large celebration. She stated that BRIDGES also partners with literary organizations, specifically the libraries, and they had over 1,000 families attend library programs since 2014. She stated that over 600 families had attended school-related workshops.

Ms. Sanders stated that BRIDGES worked directly with parents because there were very few opportunities when they could be hands-on with just the children. She stated that BRIDGES build a parent's capacity to be a more effective parent, to be more engaged and involved in their child's education. She showed data regarding reading on grade level by third grade, and stated that there was a 23% difference between the county as a whole reading on grade level, to those BRIDGES families (51% for the county vs. 27% for BRIDGES third graders).

Ms. Sanders stated that many families attending BRIDGES were dealing with a multitude of issues, and as a result, BRIDGES provides access to services. She stated that without BRIDGES many families would never know that the community programs existed, and they would not know how to access them. She stated that BRIDGES provided transportation vouchers for the families, and was able to link them with CareerSource and other community

college programs, computer and technology classes, and ESOL classes through the School District.

Ms. Sanders stated that when the BRIDGES families received all the support they needed, they then turned around and took advantage of opportunities to give back. She stated that many BRIDGES parents conducted workshops for other parents acting as mentors and ambassadors to other parents. She stated that they served as community advocates and on the Boards of other nonprofit agencies in the community. She stated that these parents were building their own capacity, while at the same time giving back to their community.

A video testimonial of actual BRIDGES families was played. Ms. Sanders thanked Jon Burstein and the Communications department for their help in producing the testimonial. She invited Council members to visit the BRIDGES sites for a tour and the opportunity to see BRIDGES staff at work with the families. She stated that Council members would be surprised at all the work that was accomplished in a very small space with a handful of staff.

Vince Goodman stated that he had been impressed at the number of men featured in the testimonial. He asked what percentage of third grade Hispanic students could read on grade level compared to Black students. Ms. Sanders stated that she did not have the answer readily available because the data came from the School District, and that she would be happy to forward the information. Mr. Goodman asked Ms. Sanders how they coordinated reports from the School District with CSC data. Ms. Sanders stated that CSC had a research and evaluation department at CSC, and that there were data sharing agreements with the School District, so they were able to pull data from various sources. She stated that Bonnie Wagner, Research and Evaluation Analyst had been very diligent in synthesizing all the data, and presented the Program Officers with quarterly reports.

Mr. Goodman asked what they did with the data once it was collected. Ms. Sanders stated that they tried to be intentional about the data they collected, and the information was reported back to the BRIDGES directors so that they were constantly informed about what was happening in their community. She stated that in this way they could know what the general makeup of their community was, and if there were changes. She stated that they could inform BRIDGES of specific initiatives being implemented by the School District and had recently provided all BRIDGES with the attendance records of their linkage schools. She stated that the BRIDGES were geared up to work with parents about the importance of children attending school on-time, and every day. She stated that when the presentation was made they would be able to see what attendance looked like for their specific school, according to grade level. She stated that they could collectively come up with strategies how to improve attendance, and work towards continuous improvement. She stated that they could provide more information if required. Mr. Goodman asked what the BRIDGES did with the information once they received it. Ms. Sanders stated that they made changes. Lisa Williams-Taylor, Ph.D. stated that they could work with them on different initiatives and planning, addressing the identified needs in the community. She stated that there were dialogue groups entitled Strong Starts for Young Children who shared the data with the families, and the families themselves, working with the BRIDGES and community partners

came up with initiatives and things they wanted to implement in their own communities. She stated that CSC had the data, the BRIDGES had the data, the families had the data, and all were working together to move the outcomes for young children. She stated that the data was actively being used at all different levels.

Ms. Sanders stated that there was a BRIDGES director with a fatherhood initiative at his site, and he had provided the fathers with the statistics about the importance of a father's engagement and involvement. She stated that by educating the fathers of the difference that just twenty minutes per day of father involvement made in the academic career of their child had spurred them into making changes at home with their families. She stated that the data was very valuable if used for the purpose of continuous improvement. If a BRIDGES site offered a particular program they could look at the program's attendance, whether there were any trends, and evaluate the family surveys to determine whether the program was meeting the needs of the family. Mr. Goodman asked whether the BRIDGES worked with students who were challenged. Ms. Sanders stated that Triple P worked with families who had behavior issues. She stated that BRIDGES did not work directly with the child to address issues but rather with the parent.

Keith Oswald from the School District stated that the School District controlled data by Race and Gender, and at the third grade level:

- Hispanic females were reading at 48% of grade level
- Black females were reading at 41% of grade level
- Hispanic males were reading at 40% of grade level
- Black males were reading at 27% of grade level.

Mr. Goodman asked whether these were average scores or low scores. Mr. Oswald stated that the scores were not good.

Judge Kathleen Kroll referred to the PowerPoint and asked whether they knew why the decrease in grade level reading happened from 2010 to 2011 (from 69% in 2010 to 55% in 2011 for the County, and from 46% in 2010 to 32% in 2011 for BRIDGES). Dr. Williams-Taylor stated that a different tool had been used; the third grade reading went from FCAT to FCAT-2. Keith Oswald stated that it had been a new assessment and new standards.

Tom Lynch stated that the School District had formerly been spending from \$30 to \$35 million per year on the Kindergarten through third grade reading program and reading 90 minutes per day, and asked whether the School District still had the same program in effect. Mr. Oswald stated that they still had the K-2 initiative model, but with class size reduction they didn't use those dollars in the same way as they were used in the past. Mr. Lynch stated that they had gained from 10 to 12 points per year using that model, although it was very expensive.

2. Minutes

A. February 25, 2016 Council Meeting

A motion by Weber/Lynch to approve the Minutes of the February 25, 2016 Council meeting as presented was approved by unanimous vote.

3. Public Comment – Agenda Items

4. Council Committees:

A. Finance Committee

Tom Lynch stated that the Finance Committee had met prior to the Council meeting and had approved the Finance Committee Minutes from the February 25th Finance Committee meeting. He stated that they had conducted a budget workshop March 10th and recommended approval of the Financial Statements of February 29, 2016. He stated that the Finance Committee had looked at more than 15 budget scenarios and at the April 28 Planning Session would be recommending changes in the budget as follows:

- Increase the Millage Rate from .6677 to .6865 which would net several hundreds of thousands of dollars to be used on children's programs;
- An increase of 8% in the tax base was projected;
- The Fund Balance had been set at an arbitrary 30% of the budget; they would recommend it be reduced to 27.5%;
- Procurement policy to be changed from a limit of \$1,000 to \$5,000;
- Investment policy was reviewed and it had been determined that it was still timely.

Mr. Sheehan stated that there would be an Agenda Item at the April Council meeting to formally approve the increased spending threshold, amending CSC's procurement policy.

A motion by Goodman/Bean to approve the February 29, 2016 Financial Statements and Finance Committee Minutes of February 25, 2016 was approved by unanimous vote.

B. Personnel Committee – no report

5. Consent Agenda

1. Additions, Deletions, Substitutions - none
2. Items to be Pulled for Discussion – Agenda item 5A(2) (Reference #3) and 5B(3) (Reference #6) were 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 with the exception of agenda items 5A(2) and 5B(3), and approve the Walk-in Warrants list was approved by unanimous vote.

A. Program

1. Resolution #16-010 Authorizing an Increase in Allocation for Nutrition Services for Women/Families – Approved by Consent
2. Urban League of Palm Beach County – Performance Improvement Plan

Tom Lynch stated that the Urban League had been under corrective action previously and it seemed that the agency was not improving at the expected level. He stated that since assessments were performed three times per year he asked whether CSC should do something different because this agency had a repeat problem. Vashti Rutledge, Program Officer, stated that the improvement plan on which the Urban League was placed dated back one year previously. She stated that when they had reviewed the 6-month CPPA for the 2014-15 year there had been concerns with the program implementation. She stated that the concerns had been around the timing and sequencing on how the program was being implemented. She stated that they had met with leadership at that time, and after having given them an improvement plan, at the conclusion of the program year they had made substantial improvements. She stated that Urban League had been able to rise to the level where they met high fidelity standards for the implementation of clubs across the board.

Ms. Rutledge stated that although programs were reviewed intermittently across the contract year it was a cumulative process. She stated that items identified at the beginning of the contract year remain showing at the end of the contract year, despite having been fixed. She stated that in the case of Urban League there had been disallowances/repeat findings with regard to their audit which had impacted their CPPA score. She stated that there had been agency turnover which had impacted the CPPA score. She stated that there had been items that did not directly affect the program participants, but that CSC felt it was important to continue to monitor. She stated that they had wanted to give Urban League the opportunity to continue to show improvement which they had achieved from the first performance improvement plan.

Mr. Lynch asked about the concerns regarding the ongoing administrative functioning and asked whether the last quarter evaluated was really good. Ms. Rutledge stated that the last quarter evaluated was the end of the program year. She stated that they were imminently about to embark upon a new CPPA. She stated that they would look at the first six months of the contract year, oftentimes because during the first quarter there was startup and it was difficult to get a good sense of where they were. She stated that the program implementation was going well, and there had recently been a member from the national Wyman team in town to do the certification. She stated that the individual had performed site visits at all sites, had reviewed files, and all sites had excelled, with CSC being renewed as a partner.

Ms. Rutledge stated that with the upcoming CPPA they would continue to look at the program implementation, but they would also be checking on the administrative components to ensure that the monitoring and oversight continued to happen. She stated that they had met with the CEO of Urban League and had been assured that they were

taking it seriously, and had performed a review of their processes to ensure not only that they were in compliance with CSC, but that they reviewed strategies for their other processes, which are not CSC-funded.

Mr. Lynch asked how much a 5% penalty was. Ms. Rutledge stated that it was 5% of one twelfth of the total contract of \$330,000; $\$330,000 \div 12 = \$27,500/\text{mo}$, @ 5% = \$1,375.00. Mr. Lynch stated that he was reluctant to financially penalize a provider because if they were taking care of the children then a portion of funding was removed, the children would get reduced care/attention. He stated that the penalty was because they hadn't done the fire inspection which was an issue regarding life/health/safety. He suggested instead of giving a monetary penalty there should be something else done. Ms. Rutledge stated that they had, in fact, completed the fire inspection, but that the inspection had come back with necessary immediate repairs, and although they had performed the repairs in a timely manner they had not completed the necessary paperwork in a timely manner. She stated that for CSC's part they wanted to emphasize how important it was to follow the contract and guidelines set therein, and not constantly making allowances with exceptions. Mr. Lynch stated that in the case of a fire inspection problem, assessing a penalty doesn't do anything. He stated that it should be mandatory to act upon the findings quickly to avoid CSC being put into a liability situation. Tom Sheehan, General Counsel, stated that they were in the process of looking at the 5% penalty policy for documentation issues. He stated that they expected to have a recommendation on this matter before the start of the 16/17 contract year effective October 1. He stated that it was originally intended to get an agency's attention, and they now planned to determine a better way to do it, recognizing that fire inspections or insurance may not be the same as some of the other documentation requirements, and there may be different timing on those.

For informational purposes only; no action required.

B. Business

1. Warrants List – Approved by Consent
2. Proclamation Declaring April 2016 as Child Abuse Prevention Month – Approved by Consent
3. Resolution #16-011 Authorizing an Agreement to Furnish and Install Trane Chiller HVAC System

Chair Langowski asked about the air chiller warranty. Robert Kurimski, Chief Technology Officer stated that there was a one-year all-inclusive parts and labor warranty, with a five year warranty on the compressor, for parts and refrigerant.

Chair Langowski stated that installation would take place after hours and asked how long it was expected to take. Mike Modica, Head of Facilities stated that it was expected to take 2 to 3 days and would be scheduled for the Memorial Day weekend in order to give a third

day, if necessary. Mr. Langowski asked how old the current unit was. Mr. Modica stated that it was 9½ years old, as old as the building.

A motion by Weber/Lynch to approve Resolution #16-011 authorizing the Chief Executive Officer to enter into an agreement with Trane U.S., Inc. under U.S. Communities #40-668434-16-001 contract #15-JLP-023 in an amount not to exceed \$260,694, effective April 1, 2016 through September 30, 2016 was approved by unanimous vote.

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. Birth to 22

Lisa Williams-Taylor, Ph.D. stated that in 2012 a Youth Symposium had been conducted, a joint effort between CSC, the School District, United Way, CareerSource, and the County Commission. She stated that it had been rebranded and was now called Birth to 22 – United for Brighter Futures. She stated that they had been working with the Forum for Youth Investment to come up with a master plan. She stated that they were having community conversations as part of the master plan. She stated that the community conversations were facilitated conversations in various areas of the community, whether it was from community stakeholders, families, or children, to really understand what the needs of the community were. She stated that Council members had pictures at their places of the community conversations, and a schedule of future conversations. She invited Council members to attend and stated that she had heard great things about them. She stated that there had been four community conversations so far, the one in Riviera Beach had attendance of over 100 made up of providers, community leaders, parents, and youth. She stated that the conversation in Delray Beach had 132 attendees, 54 of which were students. She stated that the Lake Worth conversation had 61 attendees, 36 of which were students, and the FAU conversation had 24 attendees, 12 of which were students. She stated that the youth were leading table conversations and volunteering, and that it was a great collaboration between organizations and the communities.

Dr. Williams-Taylor stated that as part of the youth master planning process, due to be completed towards the end of summer, it was expected that there would be some recommendations from the youth master plan to be brought forward to the Council, with needs identified in which the Council may want to invest.

2. Communications Update

Palm Beach Unites Event – Dr. Williams-Taylor stated that Council members had a flyer at their places regarding this event and encouraged attendance. She stated that it was a group of different leaders coming together April 7, 2016 from 4:30 p.m. to 6:30 p.m. to kick off Child Abuse Prevention Month. She stated that the pinwheels in the front planter of CSC were to recognize Child Abuse Prevention Month.

SafeMap App – Dr. Williams-Taylor stated that Council members had cards at their places regarding the SafeMap App. She encouraged Council members to ask for more of them to distribute if they had the opportunity. She stated that the App was for iPhones and gave locations for car seat fittings, swim lessons, pill drop off, and bicycle helmet fittings. She stated that they were looking into creating an App for Android phones.

Michael Roedel, Digital Communications Administrator stated that they had launched CSC's first App entitled SafeMap, and that it was available for free from the Apple App store. A video was shown demonstrating usage of the App. Mr. Roedel stated that they were raising awareness about the App through multiple channels including advertising on social media, radio spots, the video shown, and App cards. He asked Council members to distribute the App cards to anyone who could benefit from the App.

Tom Lynch asked when the Android App would be completed. Mr. Roedel stated that they had launched the SafeMap App for iPhones just two weeks previously, and they would begin to explore an Android App, looking for a developer to mirror the current App. Mr. Lynch asked whether it would be done by the summer. Mr. Roedel stated that it was not yet determined and that he would provide that information when available.

Chair Langowski asked whether there was a poster to display at community events. Mr. Roedel referred to a poster on display and stated that it was available for all community events. He stated that there were also App cards available, and individuals available to demonstrate the App at events.

Dr. Williams-Taylor stated that the App had been launched that day at a water safety event which had had great attendance. She stated that the Sun Sentinel, the Palm Beach Post, Channel 5 and Channel 10 had also been there.

Spotlight on Providers - Dr. Williams-Taylor stated that CSC had contracted with Channel 12 for two minute videos of CSC providers, in recognition of CSC's 30th anniversary. A video of two providers was shown. She stated that the videos would be aired beginning the following week.

Happily Ever After Begins With Reading Campaign - Dr. Williams-Taylor stated that an additional 110,000 books had been ordered which would be delivered to the traditional schools and charter schools in Palm Beach County the week of May 2nd. She stated that with these additional books CSC will have delivered more than 500,000 books to school children since the fall of 2013. She stated that they would be working with the School District regarding media events to highlight the book giveaway.

Promotion of Summer Reading - Dr. Williams-Taylor stated that Council members had copies of posters at their places for the promotion of summer reading, a campaign which would be undertaken with the help of the BRIDGES in order to avoid the summer reading slide.

3. Recognition of Michelle Abarca

Dr. Williams-Taylor stated that Program Officer Michelle Abarca had been recognized in the Sea Star magazine as mentor of a foster child. She thanked Ms. Abarca for her good work.

9. **Legal Reports**

1. April 28, 2016 Annual Planning Session – 4:00 p.m.

Tom Sheehan, General Counsel stated that April's Council meeting would be preceded by the annual Planning Session. He stated that the Planning Session would be from 4:00 p.m. to 6:00 p.m., and would be followed immediately by the Council meeting at 6:00 p.m.

2. TRIM dates for September, 2016

Mr. Sheehan stated that they had received notification from the Property Appraiser's Office of the dates scheduled for TRIM for the County and School District. He stated that now the TRIM dates of those entities were known, CSC was able to schedule its own TRIM dates in September. **He asked Council members to hold the second and fourth Thursday in September, September 8th and September 22nd for Council and TRIM meetings.** He stated that they anticipated the time for the TRIM hearings to be 6:00 p.m., and that Council meetings would be directly prior to the TRIM hearings and thus would *not* begin at the usual time of 4:30 p.m. He stated that the exact start time of the Council meetings would be given to Council members in the coming months.

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

11. **Council Comments**

Chair Langowski reminded Council members that relationship scans would be conducted in early April by Judy Goodman. He stated that Senior Executive Assistant Elsa Sanchez had sent out an email to this effect. He encouraged Council members to participate and to contact Elsa to schedule a meeting with Ms. Goodman, which could be in person or by telephone.

Thomas Bean stated that there would be an event at the Palm Beach County Convention Center that weekend which was the first Robotics South Florida Regional Competition. He stated that it was scheduled for Friday, April 1st and Saturday, April 2nd, and was free to the public. He thanked the School District for helping Lakeshore Middle School take kids to see the competition because they were looking into starting a robotics academy at that school. He stated that he highly recommended going to see the competition because the competitors were very vociferous, and


there was a Stronghold theme, and the kids would be dressed up. He stated that it was a great representation of what an interesting STEM program could do.

12. Adjournment

The meeting was adjourned at 5:28 p.m.



Vincent Goodman, Secretary



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