

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**  
**May 25, 2017, 6:00 p.m.**

**MINUTES**

**1. Call to Order**

Chair Weber called the meeting to order at 6:05 p.m.

Present:

Thomas Bean

Paulette Burdick

James Martz

Dennis Miles

Debra Robinson, M.D

Thomas P. Weber

Excused: Robert M. Avossa, Ed.D; Greg Langowski; Tom Lynch; Vince Goodman

- A. Invocation – led by Chair Weber
- B. Pledge of Allegiance – led by Chair Weber
- C. Presentations – None

**2. Minutes**

- A. April 27, 2017 Council Meeting

**A motion by Burdick/Bean to approve the Minutes of the April 27, 2017 Council Meeting was approved by unanimous vote.**

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

**4. Council Committees:**

- Finance Committee – No report
- Personnel Committee – No report

**5. Consent Agenda**

- 1. Additions, Deletions, Substitutions - None
- 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 Bean/Burdick to approve the Consent Agenda and the Walk-in Warrants list was approved by unanimous vote.**

- A. Program

- 1. Resolution #17-010 Authorizing Termination of an Interim Agreement and Entering into a New Agreement with Center for Child Counseling, Inc. – Approved by Consent

2. Resolution #17-011 Authorizing a Pre-K Mentoring Pilot with the Foster Grandparent Program FY 2016-2017 – Approved by Consent
3. Funding increase for the Friends of Community Services Summer Camp Scholarship Program through Palm Beach County's Youth Services Department – For informational purposes only; no action required.
4. Resolution #17-012 Authorizing an External Evaluation of BRIDGES – Approved by Consent

B. Business

1. Warrants List – Approved by Consent
2. Resolution #17-008 Authorizing Renewal of Interlocal Agreement with the School District of Palm Beach County – Approved by Consent
3. Resolution #17-009 Authorizing Procurement of Replacement Server and SAN/Storage for CSC – Approved by Consent

**6. Non Consent Agenda**

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

**7. Walk-In Items**

1. Ratifying Decisions from the CSC 2017/2018 Annual Planning Session

There were no decisions to ratify from the Planning Session; the equity statement, Mission and Vision would be revised and brought to the June Council meeting for review.

2. Budget Discussion Continued from Planning Session

The Program budget and five year assumptions were discussed; the budget will be formally presented as an agenda item at the June Council meeting.

Current (16/17 fiscal year) budget is \$104 million allocated as follows:

Healthy Beginnings (direct intervention programs and services directed at prenatal families and those with young children) - \$30.2 million

Quality Child Care and Afterschool - \$53.4 million

BRIDGES - \$5.8 million

Community Initiatives - \$7.8 million (overall health and safety such as Drowning Prevention Coalition, Palm Beach County Food Bank)

Infrastructure - \$6.8 million (data systems, professional development of service providers, investments in evaluation to ensure CSC is making appropriate decisions of how funding is spent)

The \$104 million is necessary to keep current services and funding levels in play, and (direct service provider) staff increases and the burgeoning cost of health insurance increases must also be anticipated for future budgeting. This is categorized as 'natural growth' and is estimated at \$1.3 million.

\$3.1 million is set aside for expansion, growth, or new initiatives such as STEAM coordinators associated with the pre-K age group, and in afterschool. This will also be used for any new services identified as a need from intake and referral.

Children's program budget therefore becomes \$108.4 million which was presented to the Council in April.

Assumptions (as put forth by the Finance Committee) are as follows:

- Budget designed to support children's programs at current level and support needed growth
- FTE count of CSC staff remains the same
- Merit increases, promotions, and health insurance costs budgeted the same as previous year
- Facility operations budgeted to increase at 3%

Anticipated revenue from Palm Beach County for Head Start Match is budgeted to reduce by \$1 million per year until FY 18/19.

Fund balance will continue to be drawn down until a balance of 27.5% is reached (Council adopted by policy).

Underexpenditure rate of 5% of total budget is anticipated, this will continue to be built into the broader budget and millage modeling.

Millage rate of .6628 is proposed for FY 17/18.

Bill passed (waiting for Governor's approval) for an additional Homestead Exemption and will go before voters in 2018, the effect of which has not been taken into account in this multi-year budget modeling.

## 8. Chief Executive Officer's Report

1. Great Ideas Initiative Success Story – Vita Nova received \$20,000 to develop a transportation system for homeless youth. Future Great Ideas Initiative success stories will be highlighted in the CEO Report, in addition to the potential for site visits to see the Great Ideas in action.
2. CSC-Led Community Team Awarded March of Dimes Grant – the grant from the March of Dimes was awarded to specifically look at evidence-based strategies and interventions focused on reducing racial disparities.
3. Event Photos – Photos of the "Happily Ever After Begins with Reading" media event, Safe Kids Day, and April Pools Day were highlighted.
4. CSC Teams Earn LEAN Six Sigma Green Belt Certification – Four CSC teams earned their LEAN Six Sigma Green Belt certification.
5. CSC Employee Achieves MBA – Tempera Graham, Finance Coordinator has achieved her MBA.
6. Employee Service Awards – Two employees received their 10-year service award.
7. Government Alliance for Racial Equity (GARE) – a member of the GARE team will present an all-day workshop for staff June 1, 2017. Council members were invited to attend; an invitation will be sent to Council members.

## 9. Legal Reports

1. Poll Regarding September Council/TRIM Meeting Dates – Council members were asked to respond to the May 15<sup>th</sup> poll regarding proposed September Council meeting/TRIM Public Hearing meeting dates. Dates proposed are September 14<sup>th</sup> and September 28<sup>th</sup>, with a start time of 4:30 p.m. for the Council meeting and 5:01 p.m. for the TRIM Hearings (TRIM hearings cannot start prior to 5:00 p.m. by law).

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

## 11. Council Comments

Dennis Miles addressed staff and stated that he was always impressed with staff knowledge, and how quickly staff were able to immediately answer tough questions. He stated that CSC staff were very professional and congratulated them.

## 12. Adjournment

The meeting was adjourned at 6:20 p.m.



~~VINCENT GOODMAN~~, Secretary

Thomas P. Weber, Chair, Secretary Pro Tem



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