



**MINUTES
JANUARY 22, 2024**

**Children's Services Advisory Committee
GRANT REVIEW SUB-COMMITTEE**

The CSAC Grant Review Sub-Committee met in the Indian River County Complex, Building A, Room A2-230, at Indian River County Administration Complex on Monday, January 22, 2024.

1. CALL TO ORDER

Bob Schlitt, Jr., Chair, called the January 22, 2024, meeting of the CSAC Grant Review Subcommittee to order at 4:30 PM.

2. ROLL CALL

Present:

Bob Schlitt, Chairman
Caryn Toole
Sherri Kolodziejczak
Michael Kint
Tony Brown
Deana Shatley
Brooke Sauserman
Susan Blaxil-Deal
Tony Consolo
David Erickson
Angela Jones
Wendy McDaniel
Susan Aguirre
Dr. Deborah Taylor-Long

Absent:

Pilar Greto

Also Present:

Commissioner Joe Earman
Cindy Emerson, Community Services Director
Amie Rutherford, Human Services Manager
Leigh Anne Uribe, Human Services
Maya Miller, Community Services
Natalie Novak, Recording Secretary

Quorum was met.

3. ADDITIONS AND DELETIONS TO THE AGENDA

Agenda changes were made, including announcing the change of the Recording Secretary from Natalie Novak to Ms. Maya Miller; announcing Commissioner Laura Moss is no longer the Commissioner Liaison and Commissioner Joe Earman is the Commissioner Liaison; add after approval of minutes, resignation of Committee member, Pilar Greto and add CSAC FY 22-23 Annual Report Overview & Highlights to Item 7 – Community Services Director Report.

4. APPROVAL OF MINUTES

Wendy McDaniel had a correction to the attendance; she was present during the December 18, 2023; however, the minutes have her listed as absent. Natalie Novak stated she will make the correction to the attendance to include Wendy McDaniel. A motion was made by Susan Blaxil-Deal to approve the Minutes of the December 18, 2023, meeting. Tony Brown seconded the motion which passed unanimously.

5. RESIGNATION OF GRANT SUBCOMMITTEE MEMBER

Pilar Greto resigned and applications for a new committee member can be submitted online or contact Amie Rutherford to receive the application packet. Bob Schlitt Jr. stated he and Amie Rutherford spoke about filling the vacancy by April. Tony Consolo asked to confirm the length of each term for committee members; Leigh Anne Uribe stated it is (3) 2-year terms. It was decided to try and get somebody on the grant subcommittee by April, ensuring they have some background knowledge about the position. There was a lot of interest in the grant subcommittee position, and several reputable applicants were considered. The discussion continued about the need for a mental health representative and the desire to have someone appointed before the March CSAC meeting.

6. COMMUNITY SERVICES DIRECTOR REPORT

DRAFT 2022-2023 CSAC Annual Report Overview and Highlights

Cindy Emerson turned over the presentation to Amie Rutherford. Mrs. Rutherford reported the draft end of year report will be submitted to the Board of County Commissioners for approval on Tuesday, January 23, 2024. Annual Report Highlights: Over 61% of the funded programs met 100% of their outcomes from the grants last year; Various program highlights were discussed, including early childhood screening, increased readiness for kindergarten, improved reading and writing skills, math learning gains, and reduced enrollment in juvenile justice. Over 18,000 touch points throughout the County for children were served. Additional highlights included increased access to healthcare and education, improved parenting skills, positive coping skills, and mental health resources. If anyone asks CSAC committee members where the impact is, the Annual Report (full report and highlighted data) is available on the County website.

Agency Professional Learning Opportunities

Amie Rutherford reported professional learning opportunities have been scheduled for this year and Human Services staff is looking at adding some additional ones based on the positive feedback from the agencies. Staff also received feedback that agencies want more time to network and ask questions. Mrs. Emerson reported there was over 20 different agency directors from throughout the community.

Agency Site Visit Sign-up

Mrs. Rutherford reported the Agency Visit Sign-up is available and one member from CSAC Main

Committee and one member from each Subcommittee is welcome to attend. It is not a requirement for any member of the subcommittee to attend a site visit, but you are welcome to sign up. Members were encouraged to sign up for CSAC site visits to ensure fidelity measures in the programs.

CSAC Timeline Updates

Mrs. Rutherford provided updates on the timeline for CSAC and the due dates for quarterly reports. The quarterly reports will be shared with CSAC and the subcommittee at the end of each quarter. The goal is to provide time for questions and reflection on the reports. The reports will be color-coded to indicate progress. The timeline for this year's RFP and application process is discussed. The RFP will be approved by the county commissioners, and the application will open on February 16th. The deadline for submitting applications is April 12th. The option to change the setting in eCimpact to allow early access to submitted applications was discussed. It is decided to enable this feature so that the applications can be reviewed as soon as they are submitted, and the subcommittee members receive notification.

Children's Week

Mrs. Emerson reported Indian River County is participating in Florida Children's Week February 26 through March 1. Activities such as the celebration of the hands and a proclamation at the Board of County Commissioners are planned. The Golden Impact Recognition event will be held at the IG Center from 1 to 3. 25 programs that met 100% of their measurable outcomes will be invited to attend.

Agencies attending the event will receive a banner to showcase their work.

Recognition will also be given to parks and rec programs and public library programs that have impacted the community.

CSAC subcommittee members, agencies, commissioners, and key stakeholders will be invited to attend.

The event is funded by anonymous donors and will not cost taxpayer money. The IG Center will be used as the venue.

Social Media Campaign #IRCSuccess

Mrs. Emerson reported the #IRCSuccess social media campaign is still going strong. We're not only sharing what's happening with children's services, but our wraparound services with human services as well. When we have opportunities that have a type of humanity, or ship funding, or rental assistance, or utility assistance, we're sharing those stories out. It's great if you can re-share and get some traction. The community needs to know the great work that all of you are doing to help encourage strength and access and opportunity to our citizens.

7. DISCUSSION

Annual Report & Consent Agenda

Mrs. Emerson reported the full report and condensed version will be shared and available on the website after approval by BOCC. The consent agenda, which is CSAC heavy, will be discussed at the BOCC meeting on January 23. The RFP will be sent out sooner if approved.

Funded Program Map

Mrs. Emerson reported a GIS map on the website showing the funded programs and their locations. The map helps identify areas where there may be a need based on zip codes and funding priorities.

Needs Assessment

Mrs. Rutherford reported on the work of the needs assessment committee and the process of identifying new funding priorities. The importance of having specific goals tied to each funding priority was emphasized; the framework and beneficiaries of the CSAC funding priorities were discussed. It was decided that building parent capacity and addressing poverty should be included in all programs.

Transportation for students

Discuss the need for transportation funding with other funding agencies and emphasize the importance of transportation in supporting the community.

Communicate with other funding agencies to avoid duplication of funding for salaries and focus on transportation needs.

Raise the issue of transportation with the commissioners and explore other avenues for funding.

Building parent capacity

The ambiguity of defining and measuring parent capacity building is raised as a concern.

Different agencies have different approaches to building parent capacity, making it difficult to provide a set way to do it.

Capture the approaches and strategies used by agencies during site visits to gain a better understanding of building parent capacity.

Encourage agencies to think outside the box and consider mentoring as an important aspect of building parent capacity.

The difficulty of defining parent capacity building due to various factors and nuances is expressed as a concern.

Funding Priorities and Program Specificity

Mrs. Rutherford reported the RFP, funding priorities, and program-specific applications. It was suggested separating programs for different age groups and the impact on measurable outcomes. It was discussed aligning the application with the evaluation process and the need for annual needs assessment.

Rubric and Bonus Points

The rubric, bonus points, and the addition of demographic considerations were discussed. There is a concern raised about the total points in the rubric. We are going to stay open minded in this and if we need to adjust the rubric for next year, we are open to that.

8. PUBLIC COMMENT

Michael Kint inquired about receipt of reimbursement request from Mrs. B's. Discussion was made regarding where the program was being hosted.

9. COMMENTS AND ANNOUNCEMENTS

Ms. Rutherford announced the objective for the next meeting on Monday, February 19, 2024, at 4:30PM

Mr. Schlitt, Jr. reminded the subcommittee to mark their calendar for the event on March 1, 2024.

10. ADJOURNMENT

With no further business Mr. Schlitt, Jr. adjourned the meeting.

A recording of this meeting is on file at the Community Services office and available on request.