MINUTES OF APRIL 2, 2024
Children's Services Advisor Committee

Minutes of the Children's Services Advisory Committee held at Indian River County Administration Building B, Conference Room B1-501 Vero Beach, FL
at 3:30PM on Tuesday, April 2, 2024

1. **CALL TO ORDER**
   Chair, Miranda Swanson called the April 2, 2024, meeting of the Children's Services Advisory Committee to order at 3:32 PM.

2. **ROLLCALL**

Members Present:

Miranda Swanson, Chair
Robert McPartlan, Vice Chair, DCF Ex Officio
Dr. David Moore, Superintendent, School District IRC, Ex-Officio
Sheriff Eric Flowers, Law Enforcement Ex-officio
Michelle Morris, District 2 Appointee
Jeffrey Andros, District 4 Appointee
Hope Woodhouse, District 5 Appointee
Frank Isele, Hospital District Appointee
Doug DeMuth, BCC Accountant Appointee
Commissioner Joseph H. Earman, BCC Voting Member
Bob Schlitt, Jr., Member at Large
Amber Cerda, Member at Large
Katie Mieras, District 3 Appointee

Members Absent:

Hon. Victoria Griffin Judge Circuit 19 Ex-Officio
Kerry Bartlett, District 1 Appointee

Also Present:

Cindy Emerson, Community Services Director
Megan Kendrick, Human Services Manager (Effective April 10, 2024)
Amie Rutherford, Human Services Manager
Leigh Anne Uribe, Human Services
Ms. Maya Miller, Community Services

Kyra Schafte	Irene Cauwels	Michael Zito
Michael Marsh	Tara Beard	
Nikie Boswell	Shannon Bowman	
Rod Boswell	Michele Harr	

3. **ESTABLISHMENT OF QUORUM**
Quorum was met.

4. **ADDITIONS AND DELETIONS TO THE AGENDA**

No Additions or Deletions.

5. **APPROVAL OF 2 SETS OF MINUTES**

A motion was made by Robert McPartlan to approve the Minutes of the March 5, 2024, meeting, with the change regarding site visits revised as mentioned by Bob Schlitt, Jr. Jeffrey Andros seconded the motion which passed unanimously.

6. **COMMUNITY SERVICES DIRECTOR REPORT**

Mrs. Cindy Emerson reviewed the established meeting norms and introduced Megan Kendrick as the new Human Services Manager. Ms. Kendrick gave a brief introduction of her career journey and background.

Agency Professional Learning Opportunities Update
Mrs. Emerson reported CSAC Staff started providing professional development to the agencies at the beginning of this year; more recently Staff conducted a drop-in discussion for CSAC applicants with the RFP to talk about measurable outcomes, what would make it research-based, and looking at resources that our nonprofits can utilize when they're building their RFP. The next professional development is May 21st regarding storytelling. Ms. Kendrick shared ideas for future professional development sessions, including strategic thinking, building a development plan, and organizing a meet and greet event.

Site Visit Sign-Up
Mrs. Emerson shared site visits are still taking place and invited Committee Members to participate in those site visits. With obnoxious transparency, the work and the outcomes of the site visit are being pushed out.

CSAC Timeline Updates
Mrs. Emerson reported the RFP opened on February 16th. The grant subcommittee had some e-Cimpact training. In April our Board of County Commissions will approve CSAC funds, what the budget will be for the 24-25 fiscal year, and our RFP deadline for agencies is April 12th. Staff anticipates grants subcommittee
beginning, the presentation is May 30th, and at our next CSAC meeting you will have a schedule hopefu lly solidified of exactly what agencies are going to be presenting at what time. Mrs. Emerson also reported that quarter 2 reports are due April 15; Staff is working on a mid-year dashboard that will share the quarter 2 updates and drawdowns to date.

Social Media Campaign #IRCSuccess
Mrs. Emerson reported the mid-year report will be available for the public and pushing it on all social media platforms; highlighting the agencies that have shown they are already meeting their outcome measures for the year or in progress.

STEP Into Kindergarten
Mrs. Emerson reported we are waiting on the finalized contract between The Learning Alliance and the County to update and it will be presented to the BOCC on April 23rd.

Committee Questions/Comments

Mr. Bob McPartlan stated that the City of Sebastian hired a social media advocate and provided the contact information for including Sebastian in the social media posts regarding CSAC. Mr. Doug DeMuth asked if the STEP into Kindergarten program coordinates with the School District to fit hand and glove with what they need; Dr. David Moore responded, yes, the District is 100% prepared and ready to go, so as soon as the funding is approved, we'll put together the program and implement it as we have many years in the past. Further discussion regarding the program continued.

7. CSAC COMMUNITY UPDATES

Law Enforcement Data Update – Sheriff Eric Flowers

Sheriff Flowers reported not a whole lot on the law enforcement side; approval of marijuana being added to the ballot is a major topic of conversation and there are concerns about whether the voters will approve it.

The metal detectors at both high schools are working well and there are no challenges going forward.

Hospital District Data Update – Frank Isele

Mr. Isele reported that the hospital district plans to start community focus groups to gather public perception of healthcare services and use the data for strategic planning. Further discussion regarding The bill is expected to pass and is awaiting the governor's signature.

School District Data Update – Dr. David K. Moore

Dr. Moore reported Kevin McDonald has been appointed to the School District of Indian River County School Board by the governor. A survey that's out for pretty much the rest of this month, until April 22nd regarding magnet schools and classical schools, Dr. Moore is requesting everyone's input.

Visit the School District website, fill out that survey, and we would take that information back to the school board in June. Dr. Moore provided an extensive presentation mostly centered around the financial situation of the district, millage and academic outcomes.

8. CSAC SUB-COMMITTEE UPDATES

Needs Assessment

No updates to report.

Grants Subcommittee Committee

Bob Schlitt shared that the Grants Subcommittee spent some time going step-by-step for the first time through the e-CImpact program with Nate Bruckner, from United Way, who provides the management of that service for the County. Mr. Schlitt reported that the committee is ready for the review process of new applications for FY24-25. Mrs. Emerson shared that at the next Subcommittee meeting Staff will be going through an outcome measure analysis varying different levels and having the members to rank them. This will assist the members identifying strong research-based outcome measures for scoring purposes.

9. OLD BUSINESS

Agency Drawdown Report

Mrs. Emerson passed on the meeting to Leigh Anne Uribe. Mrs. Uribe reported the mid-year drawn report of CSAC funds as of April 1st; except for the 2 summer programs and the Substance Awareness Center. Every program is on track.

Irene Cauwels from Substance Awareness Center shared the challenges faced in recruiting an adolescent counselor, including competition with remote work options and high salary expectations. Mrs. Cauwels mentions the decision to deobligate the funds allocated for the adolescent counselor position and give them back to CSAC.

Further discussion regarding program partnerships and the safeguard of MOU between the School District or another nonprofit and the programs; as well as discussion regarding the drawdown report.

Contingency Funds

Mrs. Miranda Swanson shared that the Main Committee talked about reallocation funding quite a few meetings ago and the Committee already voted on that, and the BOCC had approved it. When we are talking about contingency funds, these are the areas that we discussed. Mrs. Uribe and Mr. Schlitt provided a brief history of how contingency funds came about and the BOCC approved it. Further historical recollection was discussed by Michael Zito. Mrs. Emerson reported that $50,000 was allocated to bring in a consultant company to do a needs assessment; however, it was handled internally, and those funds are not being utilized for consultation. The $50,000 deobligated from the Substance Awareness Center Outpatient Treatment Program is going back to CSAC which leaves remaining funds at $100,000. The contingency funding, what was in place and part of the recommendation was $20,000 for Helping Hands Summer Program and $50,000 for Childcare Resources Children and Centers Program, which would still give $30,000 that would roll back into the general fund, not CSAC, if this is approved today. Mrs. Nikki Boswell reported a brief overview about the Helping Hands Program and how the $20,000 would assist the program. Mrs. Shannon Bowman reported a brief overview about the Childcare Resources Children and Centers Program and how the $50,000 would assist the program.

A motion was made by Bob Schlitt, Jr. to move forward with the contingency funding as previously approved, Robert McPartlan seconded the motion. Jeff Andros stated he'd like to discuss the matter prior to voting.

Further discussion regarding the use of the contingency funds was wrought by various committee members.

A motion was amended by Bob Schlitt, Jr. to move that we utilize the $50,000 that Substance Awareness Center has deobligated, and $20,000 of the $50,000 that had previously been allocated for a Needs Assessment. That was not utilized, that we utilize that $70,000 towards meeting the contingency recommendations approved by the County Commission, by the grant subcommittee, by the CSAC, by the County Commission last June, and that the $30,000 remaining would go back to the county funds. Robert McPartlan seconded the amended motion.

Further discussion regarding the use of the contingency funds was wrought by various committee members.

The Chair explained that the Committee is voting on taking the deobligated $50,000 from SAC and taking $20,000 from the un-used $50,000 for Needs Assessment and returning $30,000 to the County Commission. Mrs. Emerson stated that the safeguard is any time staff puts anything on the (BOCC)consent agenda, the County Attorney looks that over.

The Chair called for a vote for the amended motion. The amended motion passed by a vote of 10 in favor and 2 opposed.

10. **NEW BUSINESS**

Strategic Planning

Mrs. Emerson requested that Miranda Swanson share with this Committee the Community Health Improvement Plan model to determine if that is the model to use for strategic planning for CSAC moving forward.

Recommendation for the FY24-25 Budget

Mrs. Emerson reported that only 4 Committee members responded to the request for recommendations that would be presented to the BOCC. Mrs. Emerson shared the 3 recommendations provided by the members that responded. A robust discussion & comments for various committee members continued regarding the recommendations, the budgeted amount for CSAC, and property value predictions.

Madam Chair requested that the committee take a vote by each funding recommendation and determine which one has the majority. Please Note: Commissioner Earman abstained from voting and some Committee members left the meeting prior to and in the midst of the voting. A quorum was still maintained.

For Recommendation #1 Current Mil 0.125 13.6% Increase $3,149,531.00: 4 in favor
For Recommendation #2 Current Mil plus 10%; 23.6% Increase $3,427,901.00: 3 in favor
For Recommendation #3 Current Mil plus 0.025; 43.8% Increase $3,988,763: 2 in favor

Recommendation #3 was eliminated, and *a*nother vote was called.

For Recommendation #1 Current Mil 0.125 13.6% Increase $3,149,531.00: 3 in favor
For Recommendation #2 Current Mil plus 10%; 23.6% Increase $3,427,901.00: 5 in favor

A motion was made by Amber Cerda to approve plus 10% for staffing and agency needs, Hope Woodhouse seconded the motion and the vote passed unanimously.

CSAC Meeting Dates for July – August 2024

Mrs. Emerson reports that the meeting will be moved to the 2nd Tuesdays after July, except for the meeting in August and the time for each meeting will be back to 3PM – 5PM. CSAC staff will provide the dates to the committee. Next meeting May 7, 2024 at 3:30PM

11. **PUBLIC COMMENT**

Mr. Schlitt commented that this is the last meeting for the current Human Services Manager, Amie Rutherford and offered appreciation for all of her work to bring CSAC to where it is today. No further comments from the public.

12. **ADJOURNMENT**

With no further business Miranda Swanson adjourned the meeting at 5:49PM.

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