Indian River County Florida

Indian River County Administration Complex
1800 27th Street, Building B
Vero Beach, Florida, 32960-3388
www.indianriver.gov

Children's Services Advisory Committee

Meeting Minutes - Final

JANUARY 14, 2025

Committee Members

Miranda Swanson, IRC Health Department, Chair
Michelle Morris, District 2 Appointee
Katie Mieras - District 3 Appointee
Amber Cerda – Member at Large
Doug DeMuth – Financial Appointee
Eric Flowers, Law Enforcement Ex Officio
Frank Isele – Hospital District Appointee

Bob McPartlan, DCF – Ex Officio, Vice Chair
Bob Schlitt, Jr., Member-at-Large Appointee
Jeffrey Andros- District 4 Appointee
Hope Woodhouse, District 5 Appointee
Hon. Rebecca White, Judge Circuit 19 Ex Officio
David Moore, IRCS Superintendent
David Bailey, District 1 Appointee

Commissioner Susan Adams, BCC – VOTING MEMBER

CSAC STAFF:

Cindy Emerson, IRC Community Services
Ms. Maya Miller, IRC Community Services
Megan Kendrick, IRC Human Services
Robert Catapano, Human Services

1. **CALL TO ORDER**

Miranda Swanson, Chair called the January 14, 2025, meeting of the Children Services Advisory Main Committee to order at 3:04 P.M.

2. **ROLL CALL** *15 Voting Members / 8 for Quorum*

Members Present

Miranda Swanson, Chair
Bob McPartlan, Vice Chair
Bob Schlitt
Hon. Rebecca White
Amber Cerda
Eric Flowers
Dr. David Moore
Lt. David Bailey
Michelle Morris
Katie Mieras
Jeffrey Andros
Hope Woodhouse
Doug DeMuth

Members Absent:

Frank Isele, Hospital District Appointee

Also Present:

Cindy Emerson, Community Services Director
Megan Kendrick, Human Services Manager
Robert Catapano, Human Services
Ms. Maya Miller, Community Services, Recording Secretary
Michael Zito, Deputy County Administrator
Chris Hicks, Assistant County Attorney
Tracey Zudans
Sergeant Clifford Labbe

3. ***QUORUM WAS MET***

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

None.

5. **APPROVAL OF MINUTES - December 10, 2024**

A motion was made by Robert McPartlan and seconded by David Bailey to approve the Minutes for December 10, 2024, with changes as stated by Bob Schlitt. The motion carried unanimously. None opposing.

6. **COMMUNITY SERVICES DIRECTOR REPORT**

Mrs. Cindy Emerson, Mrs. Megan Kendrick & Mr. Robert Catapano reported the Community Services Director Report. Mrs. Emerson pointed out that the order of the agenda was adjusted to ensure timely actionable items are discussed near the beginning of the meeting; and the Director's report will align with the Strategic Plan.

For Community Impact, Mrs. Kendrick reported that the grant writing workshop had 40 participants from over 28 organizations, indicating strong community engagement. Agencies are expected to develop measurable research-based outcomes as part of their capacity-building efforts, which will be supported by staff. Three mini professional development sessions are scheduled, focusing on program alignment, research that resonates, and tools for measuring impact, allowing participants to choose which sessions to attend.

For Communication & Engagement, Mrs. Emerson emphasized committee members attending the Annual Golden Impact Awards Recognition on February 27, 2025, 2:30-4PM at the iG Center. The theme is Illuminating the Path. Mrs. Emerson reported that the County is celebrating its 100th year anniversary and shared the QR Code for the various events taking place. Mrs. Emerson emphasized that hopefully committee members can attend the upcoming Onboarding Workshop for new and current committee members. The onboarding session will discuss governance documents and recent changes made in Children's Services.

A social media campaign is being launched to increase community engagement, with training provided to nonprofits on how to effectively share their stories across platforms.

Mr. Catapano provided the updates for the quarterly drawdown report. All other agencies are on track to close out the first quarter, indicating overall compliance and performance among most agencies. The staff and the Committee agreed that the drawdown report is a useful tool to identify discrepancies and facilitate one-on-one coaching with agencies that may be facing issues.

7. **OLD BUSINESS**

Mrs. Emerson reported the 2023-2024 Annual Report highlights and program evaluations. The Committee will review the annual report and select agencies to invite for further discussion, focusing on those with questions or concerns. The committee will invite agencies based on the number of interests shown by members, starting with those that have the most interest in February and continuing until the May meeting if necessary.

Mrs. Emerson reported that staff will the next step to continue surveying families in the community to gather their input on what services and support they would like to see, which may inform the annual needs assessment review.

Mrs. Kendrick reported updates regarding site visits at Tykes & Teens. The staff encouraged the Committee to sign up for the upcoming site visits scheduled for March. Staff requested if a member is not able to attend the site visit they signed up for, please contact staff as soon as possible. Staff will add a column for Commissioners to sign up for any of the site visits.

8. **NEW BUSINESS**

Mrs. Emerson & Mrs. Kendrick reported the data, feedback and status of the 2025-2030 Strategic Plan. Mrs. Emerson reported this has all been data-driven based on feedback from the Committee. The next step involves taking the developed strategic plan to the Board of County Commissioners in February for further consideration and approval. Further discussion, questions and answers continued. It was recommended by Mr. Bob Schlitt that the Committee has input with the funding recommendations for FY25-26 to the Board.

A motion was made by Bob Schlitt and seconded by Amber Cerda recommending CSAC Staff present to the Board of County Commissioners the 2025-2030 Strategic Plans with changes to Focus Area 1, Goal 1, Strategy 1 Metric: Increase the number of children and families reached in underserved communities by 15%, based on the identified needs from the asset map. The motion carried unanimously. None opposing.

9. **CSAC COMMUNITY UDATES**
   - Law Enforcement Data – Sheriff Eric Flowers reported updates on juvenile delinquency; reported that the metal detectors are working, one weapon was recovered and the status of re-implementation of Teen Court.
   - School District Data Update – Dr. David Moore reported graduation rates maintain 96% & #4 in the State of Florida. Also reported that the School Choice application will close; proposed (4) elementary schools will transition to K-8. Further discussion continued.

10. **CSAC SUBCOMMITTEE UPDATES**
    Needs Assessment – No updates reported.
    Grants Subcommittee – Mr. Bob Schlitt reported that the committee is meeting next week (January 22).

11. **PUBLIC COMMENT**
    Mr. Schlitt asked when will the BCC Liaison become the non-voting Chair of the CSAC Main Committee. Staff replied that the ordinance revision is on January 28, 2025 BCC agenda.

    NEXT MEETING: February 11, 2025, 3:00PM.

12. **ADJOURNMENT**
    No further comments, the meeting was adjourned at 4:47PM by Miranda Swanson, Chair.
    A recording of this meeting is on file at the office of Community Services Department and available upon request.

    Prepared By Recording Secretary: Ms. Maya Miller