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

July 8, 2025

Committee Members

Miranda Swanson, Administrator Health Dept. Ex-Officio
David Bailey, District 1 Appointee
Michelle Morris, District 2 Appointee
Katie Mieras - District 3 Appointee
Jeffrey Andros- District 4 Appointee
Hope Woodhouse, District 5 Appointee
Frank Isele – Hospital District Appointee
Amber Cerda – Member at Large
Bob McPartlan, DCF – Ex Officio
Bob Schlitt, Jr., Member-at-Large Appointee
David Moore, IRCS Superintendent
Doug DeMuth – Financial Appointee
Eric Flowers, Law Enforcement Ex Officio
Eric Seymour – Member at Large
Hon. Rebecca White, Judge Circuit 19 Ex Officio
Commissioner Susan Adams, BCC Liaison – Chair

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**
   Commissioner Susan Adams, Chair called the meeting of the Children Services Advisory Committee to order at 3:00 P.M.

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

   Members Present

   Commissioner Susan Adams, Chair
   Amber Cerda, Member at Large
   Bob Schlitt, Jr., Member at Large
   Doug DeMuth, Financial Appointee
   Eric Seymour, Member at Large
   Frank Isele, Hospital District Appointee
   Michelle Morris, District 2 Appointee
   Miranda Swanson, Administrator Health Department Ex Officio
   Robert McPartlan, DCF Ex Officio

   Members Absent:

   David Bailey, District 1 Appointee
   Dr. David Moore, Superintendent, School District IRC, Ex-Officio
   Sheriff Eric Flowers, Law Enforcement Ex-officio
   Hope Woodhouse, District 5 Appointee
   Jeffrey Andros, District 4 Appointee
   Katie Mieras, District 3 Appointee
   Hon. Rebecca White Judge Circuit 19 Ex-Officio

   Also Present:

   Cindy Emerson, Community Services Director
   Megan Kendrick, Human Services Manager
   Robert Catapano, Human Services
   Ms. Maya Miller, Community Services
   Michael Zito, Deputy County Administrator
   Chris Hicks, Assistant County Attorney
   Caryn Toole, CSAC Grants
   Tony Brown, CSAC Grants
   Michael Marsh, CSAC Grants
   Dr. Deborah Taylor-Long, CSAC Grants
   J. Morano
   Kyleigh Motiwala, CSAC Grants
   Susan Aguirre, CSAC Grants
   Brooke Sauserman, CSAC Grants
   Michael Kint, CSAC Grants
   Representative Robbie Brackett
   Cathy DeShouwer, Crossover Mission
   Ashley Conard, Crossover Mission
   Phil Barnes, Youth Guidance
   Tristen Idlette, Human Services
   Jenny Frederick, IRCD

3. **QUORUM WAS MET**

4. **ADDITIONS AND DELETIONS TO THE AGENDA**
   Commissioner Adams requested to move New Business after Approval of Minutes.
   A motion was made by Frank Isele and seconded by Amber Cerda to approve moving New Business from item #8 to item #6. The motion passed unanimously.

5. **APPROVAL OF MINUTES - MAY 13, 2025**
   A motion was made by Robert McPartlan and seconded by Eric Seymour to approve the Minutes for May 13, 2025. The motion passed unanimously.

6. **NEW BUSINESS**
   - CSAC Funding Recommendation
     An explanation was provided for the Funding Recommendation process by priority areas as well as the structure for the voting process. In addition, an explanation of how the Grant Review and Presentations process took place.
   - FY 25/26 CSAC Funding Recommendation – Committee members were given the

opportunity to ask questions or comments for each funding priority block before a motion and voting. Some of the Grant subcommittee members who were present in the meeting answered questions the Main committee members asked and provided comments.

- **Record of Vote for Funding Priority: Health & Well-Being**
  A motion was made by Bob Schlitt, Jr. and seconded by Amber Cerda to approve the $663,500.00 allocated by the Grant Subcommittee under Health & Well-Being funding priority. The Main Committee members asked questions and provided discussion.

  The motion passed with the following role call vote:
  AYE: Amber Cerda, Robert McPartlan, Bob Schlitt Jr., Eric Seymour, Frank Isele, Michelle Morris, Miranda Swanson. NO: Doug DeMuth

- **Record of Vote for Funding Priority: Nurturing Families & Communities**
  A motion was made by Bob Schlitt, Jr. and seconded by Frank Isele to approve the $275,985.00 that has been recommended by the Grant Subcommittee under Nurturing Families & Communities funding priority. The Main Committee members asked questions and provided discussion.

  The motion passed with the following role call vote:
  AYE: Amber Cerda, Robert McPartlan, Bob Schlitt Jr., Eric Seymour, Frank Isele, Michelle Morris, Miranda Swanson. NO: Doug DeMuth

- **Record of Vote for Funding Priority: Success In School & Life**
  A motion was made by Bob Schlitt, Jr. and seconded by Robert McPartlan to approve the $2,261,648.00 recommended by the Grant Subcommittee under Success In School & Life funding priority. The Main Committee members asked questions and provided discussion.

  The motion passed with the following role call vote:
  AYE: Amber Cerda, Robert McPartlan, Bob Schlitt Jr., Eric Seymour, Frank Isele, Michelle Morris, Miranda Swanson. NO: Doug DeMuth

7. **COMMUNITY SERVICES DIRECTOR REPORT**
   - Community Impact – Mrs. Cindy Emerson asked Mrs. Megan Kendrick to speak about Professional Development opportunities throughout this year and the upcoming PD
   - Communication and Engagement – Mrs. Kendrick provided updates regarding community engagement and social media.
   - Fiscal Responsibility and Governance – Mr. Robert Catapano provided the latest info on the drawdown report, increased accountability measures, and the de-obligation of funds by Tykes and Teens Trauma Informed Care and Hibiscus Children's Safecare.

8. **OLD BUSINESS**
   - Site Visit Update – Mrs. Kendrick updated the committee on the site visits attended up to date and encouraged anyone from the committee to attend the last one in September.

9. **CSAC COMMUNITY UDATES**
   - Law Enforcement Update – None
   - School District Data Update – None

10. **CSAC SUBCOMMITTEE UPDATES**
    - Needs Assessment – Mrs. Kendrick provided the updates and the next upcoming meetings; Mrs. Emerson clarified that the updates for the Needs Assessment are just updates to the current Needs Assessment not a new Needs Assessment.

- Grants Subcommittee – Mrs. Kendrick provided that the next Grants Subcommittee Meeting is August 25, 2025 to review all the feedback regarding the RFP process for grant applications.

11. **PUBLIC COMMENT**
    - Mr. Michael Marsh, Mrs. Miranda Swanson, Mr. Michael Kint, Mr. Tony Brown and Mrs. Caryn Toole provided public comments.

12. **ADJOURNMENT**
    No further comments, the meeting was adjourned at 4:17PM by Commissioner Adams.

    NEXT MEETING: August 12, 2025 3:00PM.

    Prepared By Recording Secretary: Ms. Maya Miller