

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

OCTOBER 14, 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
VACANT, District 5 Appointee
Amber Cerda – Member at Large
Hon. Rebecca White, Judge Circuit 19 Ex Officio

Bob McPartlan, DCF – Ex Officio
David Moore, IRCSSuperintendent
Doug DeMuth – Financial Appointee
Eric Flowers, Law Enforcement Ex Officio
Eric Seymour – Member at Large
Frank Isele – Hospital District Ex Officio
Lyndsey Samberg – Member at Large

Commissioner Susan Adams, BCC Liaison – Chair (Non-Voting)

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**

Chair Commissioner Susan Adams called the meeting of the Children's Services Advisory Committee (CSAC) to order at 3:01 P.M.

2. **ROLL CALL**

14 Voting Members / 8 for Quorum

Members Present

Commissioner Susan Adams, BCC Liaison – Chair (Non-Voting)
Bob McPartlan, DCF – Ex Officio, Vice Chair
David Moore, IRSD Superintendent – Ex Officio
Eric Flowers, Law Enforcement – Ex Officio
Frank Isele, Hospital District – Ex Officio
Miranda Swanson, Administrator Health Department – Ex Officio
David Bailey, District 1 Appointee
Michelle Morris, District 2 Appointee
Katie Mieras, District 3 Appointee
Jeffrey Andros, District 4 Appointee
Doug DeMuth, Accountant/Financial Appointee
Amber Cerda, Member at Large
Eric Seymour, Member at Large
Lyndsey Samberg, Member at Large

Members Absent:

Hon. Rebecca White, Judge Circuit 19 – Ex Officio

Also Present:

Cindy Emerson, IRC Community Services
Yaima Cardenas, IRC Community Services, Recording Secretary
Megan Kendrick, IRC Human Services
Robert Catapano, IRC Human Services
Tristen Idelette, IRC Human Services
Mike Ziro, Citizen Services
Christ Hick, County Attorney
Cliff Labbe, Sheriff Office
Phil Barnes, Youth Guidance

3. **QUORUM WAS MET**

A quorum was established with 13 of 14 voting members present.

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

One deletion was requested by Jeffrey Andros to remove his item, as he is waiting for information that has not yet been received. The deletion was approved by Commissioner Susan Adams. No additions were requested, and the remainder of the agenda was accepted as presented.

5. **APPROVAL OF MINUTES**

July 8, 2025

A motion was made by **Michelle Morris** and seconded by **Bob McPartlan**, to approve the minutes from July 8, 2025. The motion carried by the following vote:

Aye 13 :

Opposed 0 :

September 9, 2025

A motion was made by **Michelle Morris**, and seconded by **David Bailey**, to approve the minutes from September 9, 2025. The motion carried by the following vote:

Aye 13 :

Opposed 0 :

6. **COMMUNITY SERVICES DIRECTOR REPORT**

Cindy Emerson, Community Services Director, provided updates on the following areas:

- Community Impact: Updates on professional development opportunities and outreach.
- Communication and Engagement: Highlights of current community engagement initiatives.

Note:

- *New Members: Eric Seymour and Lyndsey Samberg*
- Fiscal Responsibility and Governance: Overview of funding allocations, audit preparation, and program monitoring.

Note:

- *Doug DeMuth and Jeffrey Andros asked about returned funds*
- *Katie Mieras requested more discussion on committee nomination for the two open spots. Creating blurbs around committee nomination.*

7. **OLD BUSINESS**

- Site Visit Update – Staff provided updates on completed site visits and encouraged members to attend the remaining sessions.
- 2026 Needs Assessment Executive Summary – Presented for review and feedback.
- Action Required: 26/27 RFP and Supporting Documents – Committee discussion and recommendation for final approval.
- A motion was made by **Michelle Morris**, and seconded by **Miranda Swanson**, to approve to RFP. The motion carried by the following vote:
- **Aye 13** : Bob McPartlan, David Moore, Eric Flowers, Frank Isele, Miranda Swanson, David Bailey, Michelle Morris, Katie Mieras, Jeffrey Andros, Doug DeMuth, Amber Cerda, Eric Seymour, Lyndsey Samberg

Opposed 0 :

Note:

- *Doug DeMuth asked about changing KPI's for foundation.*
- *Jeffrey Andros asked for penalties.*

8. **NEW BUSINESS**

- Site Visit Data Review – Overview of key findings from the recent site visits.
- Coaching Cycles – Discussion on program support and monitoring processes.
- 2025-2026 Site Visit Sign-Up – Members were invited to sign up for upcoming visits.

9. **CSAC COMMUNITY UPDATES**

- Law Enforcement Data Update – No updates provided.
- School District Data Update – Dr. Schafte shared district updates and initiatives on the Children's Literacy Project and the Moonshot series on their website, with more announcements to come.

10. **CSAC SUBCOMMITTEE UPDATES**

- Needs Assessment Subcommittee – Updates provided on next steps.
- Grants Subcommittee – Status of feedback received and upcoming review dates.

11. **COMMITTEE MATTERS**

- Mr. Andros discussed the review of Policies and Procedures.
- No additional items were raised by committee members.

12. **PUBLIC COMMENT**

Public comments were received and noted.

Note:

- *Phil Barnes from Youth Guidance asked permission to modify the outcome. Replace reading with Math. Modifying one of the specifications on the grant, wanting to change 80% of the kids, for students that are performing below grade level. Changing current RFP from reading to math, keeping the same assessment but different testing.*
- *Phil will work with staff to create something in writing to present on paper for the next meeting on Nov. 4, 2025.*

A motion was made by **Katie Mieras**, and seconded by **Miranda Swanson**, to approve the request . The motion carried by the following vote:

- **Aye 13** : Bob McPartlan, David Moore, Eric Flowers, Frank Isele, Miranda Swanson, David Bailey, Michelle Morris, Katie Mieras, Jeffrey Andros, Doug DeMuth, Amber Cerda, Eric Seymour, Lyndsey Samberg
Opposed: 0

13. **ADJOURNMENT**

No further comments, the meeting was adjourned at 4:11PM by Chairman Commissioner Adams.

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

NEXT MEETING: November 4, 2025, 3:00PM.

Prepared By Recording Secretary: Yaima Cardenas