Indian River County Florida

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

Children's Services Advisory Committee
Meeting Minutes - Final

Friday, June 14, 2024

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
VACANT, District 1 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. Victoria Griffin, Judge Circuit 19 Ex Officio
David Moore, IRCS Superintendent

Commissioner Joseph H. Earman, BCC – VOTING MEMBER

CSAC STAFF:

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

Michael Kint
Michael Marsh
Susan Prada, County Attorney Office
Susan Aguirre

1. **CALL TO ORDER**

Miranda Swanson, Chair called the June 14, 2024, meeting of the Children's Services Advisory Committee to order at 2:00 P.M.

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

Members Present

Miranda Swanson, Chair
Robert McPartlan, Vice Chair, DCF Ex Officio
Michelle Morris, District 2 Appointee
Katie Mieras, District 3 Appointee
Jeffrey Andros, District 4 Appointee
Hope Woodhouse, District 5 Appointee
Doug DeMuth, Financial Appointee
Bob Schlitt, Jr., Member at Large
Amber Cerda, Member at Large
Commissioner Joseph H. Earman, BCC Voting Member

Members Absent:

Dr. David Moore, Superintendent, School District IRC, Ex-Officio
Sheriff Eric Flowers, Law Enforcement Ex-officio
Frank Isele, Hospital District Appointee
Hon. Victoria Griffin Judge Circuit 19 Ex-Officio
VACANT, District 1 Appointee

Also Present:

Cindy Emerson, Community Services Director
Megan Kendrick, Human Services Manager
Leigh Anne Uribe, Human Services
Ms. Maya Miller, Community Services
Stacey Bush, Community Services
Yaima Cardenas, Community Services
Michael Zito, Deputy County Administrator
Susan Prado, County Attorney Office

Michael Kint
Michael Marsh
Susan Aguirre
Brooke Flood

QUORUM WAS MET

3. **APPROVAL OF MINUTES**

A motion was made by Bob Schlitt, Jr. and seconded by Bob McPartlan to approve the Minutes for May 7, 2024, with the amendment to correct the spelling of Advisory. The motion carried by the following vote:

Aye 9: Chairman Swanson, Vice Chairman McPartlan, Bob Schlitt, Jr., Amber Cerda, Katie Mieras, Jeffrey Andros, Hope Woodhouse, Doug DeMuth

4. **COMMUNITY SERVICES DIRECTOR REPORT**
Mrs. Megan Kendrick reported offering grant preparation support and coaching cycles to agencies applying for funding. This support included 30-minute coaching cycles to help prepare for grant presentations and understand the process better. Further discussions included offering individualized coaching sessions for funded agencies to discuss program implementation, review outcomes, and ensure transparent reporting. For agencies not funded, evaluations and feedback were planned to help them improve for future funding cycles.

Mrs. Emerson provided overview of roles and responsibilities of the Committee, Subcommittees, CSAC Staff and Board of County Commissioners within the RFP review process and at large. Mrs. Emerson & Mrs. Kendrick further reported on the grant review process and oversight.

5. **CSAC COMMUNITY UDATES**
None Reported

6. **CSAC SUBCOMMITTEE UPDATES**
Needs Assessment – No Report

Grants Subcommittee – Mrs. Kendrick provided a brief overview of the grant application timeline and the 4-day review process by the grant subcommittee. Mr. Bob Schlitt reported a brief overview of the 3 days of presentations and the day of deliberation for each program application

7. **NEW BUSINESS**
Discussion about the grant subcommittee process, scoring rubric fidelity, conflict of interest forms, documentation review, and safeguards in place with taxpayer money.
Conflict of Interest Guidelines and Florida Statute was further explained by Mrs. Susan Prado, Assistant County Attorney. Mr. Schlitt provided brief explanations on each funding priority and why certain programs were not recommended for funding or why the committee recommended less funding than requested.

A motion was made by Bob McPartlan and seconded by Hope Woodhouse to approve Funding Priority – Health and Well-Being.

Discussion by the Committee revolved around concerns regarding unclear outcomes, consistency in holding agencies accountable for paperwork requirements and governance standards, highlighting challenges in maintaining fairness across different entities; and voting per funding priorities instead of per each program. Further discussion took place and public comment was opened, no public comments.

The motion carried by the following vote

Aye 8: Chairman Swanson, Vice Chairman McPartlan, Bob Schlitt, Jr., Amber Cerda, Katie Mieras, Jeffrey Andros, Hope Woodhouse, Michelle Morris,

Opposed 1: Doug DeMuth

None Abstained

A motion was made by Bob McPartlan and seconded by Katie Mieras to approve Funding Priority – Nurturing Families and Communities

Discussion by the Committee revolved around concerns regarding funding religious organizations like The Salvation Army and The Buggy Bunch, emphasizing the importance of separating taxpayer money from religious purposes. Mrs. Prado, Assistant County Attorney explained the Florida Statute surrounding this matter. Further discussion took place and public comment was opened. Mr. Michael Marsh from Team Success spoke on behalf of his program that did not receive funding. No further public comments.

The motion carried by the following vote

Aye 8: Chairman Miranda Swanson, Vice Chairman Bob McPartlan, Bob Schlitt, Jr., Amber Cerda, Katie Mieras, Jeffrey Andros, Hope Woodhouse, Michelle Morris, Doug DeMuth

None Abstained

A motion was made by Bob McPartlan and seconded by Miranda Swanson to approve Funding Priority – Success In School and Life

Discussion by the Committee revolved around concerns regarding no funding for the Step into Kindergarten Program, details about the Step into Kindergarten program, its funding structure, partnership dynamics, and challenges faced due to changes in fiscal agents were discussed. Further discussion revolved around concerns about the Youth Sailing Foundation's unclear beneficiary distribution, fundraising capabilities, and the lack of impact assessment despite significant funding; concerns with the Learning Alliance's lack of progress in improving literacy rates despite substantial funding. The Committee agreed on the need to set clear objectives for organizations receiving funding through the RFP process to ensure desired outcomes are achieved. Further discussion took place and public comment was opened. Ms. Brook Flood spoke on behalf of the Step into Kindergarten Program; Mr. Michael Kint spoke about the assumed Sunshine Violation during a site visit and the history of CSAC ordinance. No further public comments.

The motion carried by the following vote

Aye 8: Chairman Miranda Swanson, Vice Chairman Bob McPartlan, Bob Schlitt, Jr., Amber Cerda, Katie Mieras, Hope Woodhouse, Michelle Morris

Opposed 2: Doug DeMuth, Jeffrey Andros

None Abstained

Mr. Schlitt reported the Grant Subcommittee’s proposed recommendation to the CSAC Main Committee that the remaining $128,810.00 of grant funds remain in the Children’s Services account and could be utilized for an agency coming forth for grant funding for consulting or training fees or any sort of appropriate children-related spending that is brought forth and approved by the CSAC Main Committee.

A motion was made by Bob McPartlan and seconded by Hope Woodhouse to approve the remaining $128,810.00 dollars, and any unused funding going up to $186,500 be provided to the Step into Kindergarten program.

The motion was withdrawn by Bob McPartlan and the second was withdrawn by Hope Woodhouse.

A motion was made by Hope Woodhouse and seconded by Amber Cerda to approve the Subcommittee recommendation as it is stated: The remaining $128,810.00 remain in the Children Services account and it could be utilized for an agency coming forth for grant funding, for consulting or training fees or any sort of appropriate children-related spending that is brought forth and approved by the CSAC Main Committee; this would be a recommendation for the CSAC Main Committee.

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The discussion by the Committee had many different opinions and suggestions. One suggestion was to allocate funds for Children's Services and lock in the full allocation, with part approved by the County Commission and the rest set aside for future grant funding. Another suggestion is considering various ways to spend the remaining funds, including emergency preparedness, supporting nonprofits, and addressing community needs. Further discussion took place and public comment was opened. Ms. Susan Aguirre, Mr. Michael Marsh and Mr. Michael Kint provided comments. Commissioner Earman recommended that the committee did not need to present a formal recommendation and not tie it to anything specifically. Commissioner Earman recommended that the committee should shorten the verbiage to state the approximate $128,810.00 remain in Children Services for any children-related spending.

The motion carried by the following vote

Aye 8: Chairman Miranda Swanson, Vice Chairman Bob McPartlan, Bob Schlitt, Jr., Amber Cerda, Katie Mieras, Jeffrey Andros, Hope Woodhouse, Michelle Morris, Doug DeMuth

None Abstained

Priority	**# of Appl. Programs**	**# of Awarded Programs**	**Award**
Health & Well-Being	10	7	$400,000
Nurturing Families and Communities	14	11	$449,950
Success in School & Life	32	29	$1,963,069
Total Awarded	**56**	**47**	**$2,813,019**
Total Funding Available	$2,941,829	**Total Funding Remaining**	$128,810

8. **PUBLIC COMMENT**

Mr. Michael Marsh reported further information about Team Success and their outreach in the community and asked for help with their governance. Hope Woodhouse also wanted to add that the Committee thanks Leigh Anne Uribe for her assistance over the years and wishes her all the best.

9. **ADJOURNMENT**

No further comments, the meeting was adjourned at 5:00PM by Chairman Miranda Swanson.