

**CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**  
**April 6, 2022 Emergency Council Meeting**  
**205 N Dixie Highway, Juvenile Wing, Courtroom 3A, West Palm Beach**

**MINUTES**

Present (in person):

Thomas Bean  
Elisa Cramer  
Kathleen Kroll  
Debra Robinson, M.D.  
Jose Luis Rodriguez  
Tom Weber

Excused: Vincent Goodman; Mike Burke; Gregg Weiss

**1. Call to Order**

Vice Chair Rodriguez called the meeting to order at 8:06 am.

- A. Invocation - Led by Jose Luis Rodriguez
- B. Pledge of Allegiance
- C. Presentations – N/A

**2. Minutes**

- A. February 24, 2022 Council Meeting

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**A motion by Kroll/Weber to approve the Minutes of the February 24, 2022 Council Meeting as presented was approved by unanimous vote.**

**3. Public Comment – Agenda Items**

**No public comments.**

**4. Council Committees:**

- **Human Resources Committee – N/A**
- **Finance Committee**
  - **The Finance Committee met last Thursday, March 31. The committee reviewed and reached consensus on the following items:**
    - **Items for approval:**
      - **Annual Comprehensive Financial Report for the Fiscal Year ended September 30, 2021, presented by Marcum LLP**
      - **Minutes from the February 24, 2022 Finance Committee Meeting**
      - **Financial Statements for the period ending February 28, 2022 (Unaudited)**

**A motion by Weber/Robinson to approve the Annual Comprehensive Financial Report for the Fiscal Year ended September 30, 2021, the Minutes from the February 24, 2022 Finance Committee Meeting and the Financial Statements for the period ending February 28, 2022 as presented was approved by unanimous vote.**

- Items reviewed by the Committee; no action required:
  - Monthly Investment Report for the period ended February 28, 2022
  - Budget / 5-year Forecast

The Finance Committee will meet again on Thursday, April 28, 2022 at 3:45 p.m.

## 5. Consent Agenda

1. Additions, Deletions, Substitutions – N/A
2. Items to be pulled from Consent Agenda

Lisa Williams-Taylor pulled item Reference #4 for discussion

3. Adoption of Consent Agenda and walk-in Warrants List

**A motion by Kroll/Cramer to approve the Consent Agenda, including the Warrants List, and the substitution of the walk-in warrants list as presented was approved by unanimous vote.**

### A. Program

1. Resolution #22-004 Authorizing Re-purposing of Under Expenditures 2

**Recommendation: I recommend the Council approve Resolution #22-004 authorizing the re-purposing of under expenditures: (1) in an amount not to exceed \$1.7 million for summer camp scholarships and (2) authorizing the CEO to enter into any necessary contract amendments with Friends of Youth Services and Palm Beach County, Inc. for summer camp scholarships; and (3) in an amount not to exceed \$1.3 million for Great Ideas Initiatives.**

2. Resolution #22-005 Authorizing an Agreement with the Palm Beach County School Board and Prime Time of Palm Beach County to Support the Community Empowerment Project 3

**Recommendation: I recommend the Council approve Resolution #22-005 authorizing a waiver of the Council’s procurement policy and authorizing the Chief Executive Officer to enter into any necessary agreements to support the Community Empowerment Project for the period June 1, 2022 through August 30, 2023 in an amount not to exceed \$95,000, subject to the Council’s annual budget and TRIM review process.**

3. Great Ideas Initiative 4

**Recommendation: For informational purposes only; no action required.**

LaNita Sanders, Community Planning and Partnerships Officer, provided an overview of the Great Ideas Initiative. Due to a declining number of applications, staff has revised eligibility criteria. The RFP will also identify possible focus areas for the applications.

Randy Palo, Director of Program, reminded the Council of our historical requirement that all GII applicants be registered with the Florida Department of Agriculture and Consumer Services. He advised that this has been a barrier for some organizations.

Council member Cramer suggested that we require only application to the Department as the actual acceptance and registration is outside the control of the applicant. Judge Kroll asked about our current practice related to monitoring all our providers for Department of Agriculture registration and 501(c) (3) status.

Tanya Palmer, Chief Program Officer advised the Council that the organizations that we fund are required to be certified by Nonprofits First, and one of the requirements for this certification is that they are registered as an active 501(c)(3). Debbie Heim, CFO, advised the Council that staff does not check for 501(c)(3) status. However, agencies with revenues of over 1 million dollars must be audited per state law and non-profit status would be a compliance issue for the audit.

The Council and staff agreed that applications for GII funding will be accepted as long as an organization has applied for their registration and is waiting to hear back from the Florida Department of Agriculture and Consumer Services.

Dr. Robinson requested that we come back at the next meeting to continue discussion about our compliance monitoring for non-profit status and Department of Agriculture registration to ensure that the Council is not creating a burden on smaller organizations.

**B. Business**

- 1. Resolution #22-008 Authorizing Procurement of Replacement of PC Equipment for CSC Staff and Training Lab 5

**Recommendation: I recommend the Council approve Resolution #22-008 authorizing the Chief Executive Officer to enter into an agreement with Sharp Electronics Corporation for an amount not to exceed \$175,000 under the Equalis Group Contract #EQ-013120-01D.**

- 2. Warrants List 6

**Recommendation: I recommend the Council approve the Warrants List, in accordance with the established budgets for each of the expensed items, as presented.**

**C. Proclamations**

- 1. Proclamation Declaring April 2022 Child Abuse Prevention Month

**6. Non Consent Agenda**

CEO, Lisa Williams-Taylor advised the Council that the items on the Non-Consent Agenda are there because they are retroactive to April 1<sup>st</sup>.

**A motion by Cramer/Robinson to approve the non-consent agenda items as presented was approved by unanimous vote.**

**A. Program**

1. Resolution #22-006 Authorizing a No-Cost Contract Extension with RTI International For Evaluation of Child First Program **7**

**Recommendation: I recommend the Council approve Resolution #22-006 authorizing a no-cost contract extension with RTI International for evaluation of the Child First program through July 31, 2022 to finalize the analysis and disseminate the Child First evaluation findings.**

2. Resolution #22-009 Authorizing Allocation Increase to Pathways to Prosperity, Inc. BRIDGES of Boynton Beach Program Agreement **8**

**Recommendation: I recommend the Council approve Resolution #22-009 authorizing the Chief Executive Officer to execute an amendment to the agreement with Pathways to Prosperity, Inc. increasing the allocation by \$35,000 from \$558,189 to \$593,189, effective April 1, 2022 through September 30, 2022.**

**B. Business**

1. Resolution #22-007 Authorizing Agreement with Universal Protection Service, LP d/b/a Allied Universal Security Services for Security Guard Services **9**

**Recommendation: I recommend the Council approve Resolution #22-007 authorizing the Chief Executive Officer to enter into an agreement with Universal Protection Services, LP for the period April 1, 2022 – March 31, 2023 for an amount not to exceed \$71,000 with the option to renew for 4 subsequent years, subject to the Council's annual budget and TRIM process.**

**C. Proclamations – N/A**

**7. Walk-In Items – N/A**

**8. Nominations for Committees**

The chair opened nominations for officer elections

Current Roster:

Finance Committee Current Members:

1. Thomas Bean
2. Jose Luis Rodriguez
3. Paul Dumars (external member)

4. Heather Frederick (external member)

Human Resources Current Members:

1. Thomas Bean
2. Jose Luis Rodriguez
3. Debra Robinson, M.D.
4. Vincent Goodman

Lisa Williams-Taylor stated that she spoke with Vince Goodman and even though he is not present today, he is willing to continue with his duties as a member of the Human Resources Committee if Council members agree to do so. We have also spoken with Paul Dumars and Heather Frederick and they are also willing to continue as members of the Finance Committee.

**A motion by Cramer/Weber to approve the same roster of committee members was approved by unanimous vote.**

9. Chief Executive Officer's Report

The CEO reviewed highlights from her report.

10. Legal Reports

None

11. Public Comment – Non Agenda Items

No public comment.

12. Council Comments

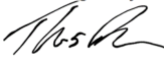
Chair Bean stated that effective next Monday, he will be starting in a new role at NextEra Energy.


Dr. Robinson shared that she loves the "Things to Do" section in EveryParent.

Judge Kroll asked that we help advertise "Paper," a tutoring service from the School District of Palm Beach County that is available to students at no cost.

13. Adjournment

The Council meeting adjourned at 8:46 am.

DocuSigned by:  
  
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Thomas Bean, Chair

DocuSigned by:  
  
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Lisa Williams-Taylor, Ph.D., Chief Executive Officer