

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
August 7, 2023 Council Meeting
301 N Olive Ave., 12th Floor (McEaddy Conference Room), West Palm Beach

MINUTES

Present (in person):

Alexandria Ayala
Sara Baxter
Elisa Cramer
Jose Luis Rodriguez
Tom Weber

Excused

Thomas Bean, Mike Burke, Vincent Goodman, Kathleen Kroll

1. Call to Order

Vice Chair Rodriguez called the meeting to order at 12:06 pm.

- A. Invocation - Led by Jose Luis Rodriguez
- B. Pledge of Allegiance

Jose Luis Rodriguez shared a farewell for Elisa Cramer. Since 2020, Elisa Cramer has brought ideas, energy and insightful questions to these meetings that contributed greatly to our discussions and board decisions. Her perspective has been invaluable, with more than 15 years at DCF and strong home-town ties in Palm Beach County. We will miss her, and we're delighted she will continue to work closely with CSC in her new role with the Youth Services Department. Thank you for everything and best wishes.

Elisa Cramer expressed her pleasure at having been a member of the Council. She introduced Robert Shea, Child Protection Director for the Southeast Region, who will be taking her place on our Council. The CEO reminded the Council that the CSC statute allows for a designee for the DCF Regional Director on our Council.

- C. Presentations – N/A

2. Minutes

- A. June 20, 2023 Council Minutes **1**

Recommendation: I recommend the Council approve the Minutes of the June 20, 2023 Council Meeting as presented.

A motion by Ayala/Weber to approve the Minutes of the June 20, 2023 Council Meeting as presented, was approved by unanimous vote.

3. Public Comment – Agenda Items

There were no public comments.

4. Council Committees:

- **Human Resources Committee – N/A**
- **Finance Committee** ○ The Finance Committee had a virtual meeting on August 3, 2023 but did not take any votes for recommendation. The committee reviewed the following:
 - Minutes from May 5, 2023 Finance Committee meeting.
 - Financial Statements for the period ending May 31, 2023, and June 30, 2023.
 - Resolution #23-016 Approving Auditor Engagement Policy.

A motion by Ayala/Cramer to approve the items listed above as presented was approved by unanimous vote.

- The following items were discussed at the Finance Committee meeting, no action is needed.
 - Quarterly Investment Report for the period ending June 30, 2023.
 - Monthly Investment Report for the period ending May 31, 2023.
 - CSC Proposed Tentative Annual Budget for fiscal year 2023-2024.

5. Consent Agenda

1. Additions, Deletions, Substitutions - None
2. Items to be pulled from Consent Agenda
3. Adoption of Consent Agenda and walk-in Warrants List

A motion by Ayala/Cramer to approve the Consent Agenda, including the Warrants List and Walk-In Warrants List as presented, was approved by unanimous vote.

A. Program

1. Resolution #23-018 Authorizing a Waiver of Procurement and an Agreement with FoundCare, Inc. for the DULCE Program 2

Recommendation: I recommend the Council approve Resolution #23-018, authorizing a waiver of procurement and authorizing the Chief Executive Officer to execute an agreement with FoundCare, Inc. for the implementation, management and staffing of the DULCE program in an amount no to exceed \$410,000, for the period October 1, 2023 through September 30, 2024.

- 2. Resolution #23-019 Authorizing Continued Funding of Three Great Ideas Initiative 3
Fatherhood Awardees

Recommendation: I recommend the Council approve Resolution #23-019 authorizing the Chief Executive Officer to execute any necessary documents to award funding to KTM Youth & Community Network, Inc., Livin' the Dream International, and West Palm Beach Center for Arts and Technology for the period October 1, 2023 – September 30, 2024, in an amount not to exceed \$103,500 (\$34,000 per agency).

- 3. Resolution #23-020 Authorizing Agreement with Palm Beach County Substance 4
Awareness Coalition dba Palm Beach County Behavioral Health Coalition

Recommendation: I recommend the Council approve Resolution #23-02 authorizing the Chief Executive Officer to execute a three-year agreement with Palm Beach County Substance Awareness Coalition dba Palm Beach County Behavioral Health Coalition for the period of October 1, 2023 – September 30, 2026 in an annual amount not to exceed \$150,000 (\$50,000 per year), subject to the Council's annual budget and TRIM process.

- 4. Geat Ideas Initiative 5

Recommendation: For informational purposes only; no action required.

- 5. Late Charge – Easter Seals Florida, Inc. Early Intervention Assessment Team 6

Recommendation: For informational purposes only; no action required.

B. Business

- 1. Resolution #23-021 Authorizing 2023-2024 Media Expenditures in Excess of Annual 7
Cumulative Total of \$100,000

Recommendation: I recommend the Council approve Resolution #23-021 authorizing the Chief Executive Officer or designee to enter into media contracts of which the annual cumulative total with any one vendor may exceed \$100,000 during fiscal year 2023-2024 and which are necessary for continuation of CSC's educational campaigns provided such actions are within the most recently approved Council budget. The effective date of this Resolution will be October 1, 2023 through September 30, 2024.

- 2. Warrants List 8

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

C. Proclamations – N/A

6. Non Consent Agenda

A. Program – N/A

B. Business – N/A

C. Proclamations – N/A

7. Walk-In Items

8. Chief Executive Officer's Report

The CEO reviewed highlights from her report.

9. Legal Reports

A. TRIM Hearing Dates:

The General Counsel reminded Council members of our upcoming TRIM hearings on the following dates:

- September 11, 2023 at 5:01 pm
- September 21, 2023 at 5:01 pm

10. Public Comment – Non Agenda Items

No public comments.

11. Council Comments

12. Adjournment

The Council meeting adjourned at 12:19 pm.

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Jose Luis Rodriguez, Vice Chair

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Lisa Williams-Taylor, Ph.D., Chief Executive Officer