

Children's Services Council
February 10, 2022
Minutes

The Children's Services Council's meeting of February 10, 2022 was called to order at 5:05 p.m., with the following members present: Ken Kenworthy, Melisa Jahner, Amanda Riedel and Cathleen Blair. The following members were present via ZOOM, Bob McPartlan, Heather Hancock, Kelly Owens, and Pat McCoy.

Ken Kenworthy asked if there were any corrections or additions to the Agenda. Cathleen Blair added a Special Request from B is for Buckaroo project. Amanda Riedel made a motion to approve, Bob McPartlan seconded, all approved.

The following visitors were present: Paula Daniel, Lauren Butler, Caroline Vinyard, Kristi Walsh, Brittany Brown, Larry West, Sabrina Sampson and Carolyn Moses.

The Minutes of January 13, 2022 were presented for approval. Bob McPartlan made a motion to approve the Minutes as presented, Amanda Riedel seconded, all approved.

Cathleen Blair presented the Financial Statement ending January 31, 2022. We are \$50,000.00 short with only \$73.25 in interest, we may need to move money around later in the year. Ken Kenworthy questioned if some of the money could be invested in money market. Cathleen Blair explained the difficulty of writing checks. Kelly Owens made a motion to approve the Financial Statement as presented, Amanda Riedel seconded, all approved.

Lauren Butler, UFF, requested an audit exception. Cathleen Blair indicated we would still need to do a fiscal review. It was indicated that Lauren Butler should ask UFF if the funds received from CSC was including in their audit and question whether they could submit a tax return. Lauren Butler will be turning in a tax return.

Cathleen Blair presented the Management Letter for the audit of 2021-2022 in the amount of \$9,875.00. She informed the Council that it was \$9,645.00 last year. Ken asked if there were any questions, hearing none, Melisa Jahner made a motion to approve, Kelly Owens seconded, all approved.

Ken Kenworthy spoke to an attorney for CSC/FL and read Statute 125.01. In the past the CSC Council had approved certain Special Projects via email as no meeting was scheduled before funds were needed. Ken Kenworthy asked Cathleen Blair to contact the other district CSCs and see what their policy was. Sean Boyle, St. Lucie, stated that their policy that he could approve up to \$5,000. The Council will not allow Cathleen Blair to approve following the letter of the Statue until Ken Kenworthy hears from Attorney General. Heather Hancock also wanted to know if needed to hold Special Meetings if funds are requested. This item was tabled until Ken Kenworthy hears back from Attorney General.

Cathleen Blair discussed the RFP revisions for this coming year- really only changed is the date items are due and that six copies are needed. Cathleen Blair stated that a review committee will meet on May 25, 2022. The following people have volunteered: Cathleen Blair, Heather Hancock, Melisa Jahner, Pat O'Connor, Dylan Tedders, and Tom Peer. The RFPs are due April 27, 2022. All agencies wanting to write a grant must attend a Meeting on March 9, 2022. Bob McPartlan made a motion to approved RFP application as presented, Melisa Jahner seconded, all approved.

Cathleen Blair informed the Council members about summer programs for 2021-2022 and shared the Summer Application. Cathleen Blair indicated \$250,000.00 would be available for summer projects. Melisa Jahner made a motion to approve with COVID information taken off the application and newspaper article, Kelly Owens seconded, all approved. Amanda Reidel volunteered to be on the subcommittee to help making a recommendations to the Council agency and amount approvals, with Heather Hancock as a backup.

Caroline Vinyard from Guardians for New Futures was introduced. She answered questions that Ken Kenworthy had asked during last month's meeting. Will this person be from Okeechobee? Will they be housed here or in Port St. Lucie? The person has already started working and is from Okeechobee and will work full time with Hibiscus House. Bob McPartlan made a recommendation funding this fiscal year and then they would need to apply for a RFP for 2022-2023. Melisa Jahner made a motion to approve, Bob McPartlan seconded, all approved, with Pat McCoy voting no.

Carolyn Moses, HPS, discussed the Infant Massage Program. She stated she wasn't sure why they did not apply for a RFP for 2021-2022, although some staff was sick. HPS if requesting a Special Project in the amount of \$4,000.00. Carolyn Moses stated they already have a therapist on contract. The therapist only sees the child one time, teaches the parent on what to do with the baby (uses a doll to practice). Ken Kenworthy asked Carolyn to give CSC a projection on how many babies would be served, because the number of children served and money requested was quite different. There was no vote and this was tabled until the next CSC meeting. Carolyn Moses stated she would attend the RFP meeting.

Cathleen Blair a Special Request from the Children's Home Society in the amount of \$16,080.75 to move a part time Case Manager, to a full time position. They are housed at United Way. Ken Kenworthy asked if it was the same as CINS/FINS. They have added more assessment, more curriculum, they also receive more from schools, parents, court, etc. They stated they still receive truancy refers. Pat McCoy asked if they are out in the schools now. The program supervisor, Brittany Brown, has been working with Wendy Coker. They are working towards serving all school and all ages. Bob McPartlan made a motion to approve in the amount of \$16,080.75, Pat McCoy seconded, all approved.

Ken Kenworthy read a letter about the B is for Buckaroo from the Okeechobee Cowtown Rodeo asking for \$2,051.20 for 369 books for 2nd graders. Cathleen Blair asked Melisa Jahner if this included the private schools. Ken Kenworthy added if she needed more funds to include private schools, Cathleen Blair can add \$6.00 per additional book. Melisa Jahner made a motion to approve, Heather Hancock seconded, all approved.

As there was no further business to discuss, the meeting was adjourned at 7:05 p.m. The next meeting is scheduled for Thursday, March 10, 2021 at 5:00 p.m.