

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY

ORGANIZATIONAL MEETING

May 6, 2021

MINUTES

Members Present: Carmen Conner; Carolyn Cummings, Leon County Commissioner; Zandra Glenn; Liza McFadden; Paul Mitchell; Mark O'Bryant; Walter Sachs, DCF Northwest Region Managing Director; Honorable Jonathan Sjostrom, Chief Judge; Alva Striplin, Leon County School Board Member

Location: Leon County Courthouse, Leon County Commission Chambers, 5<sup>th</sup> Floor  
301 S. Monroe St., Tallahassee, Florida

1. APPROVE AGENDA

The Honorable Jonathan Sjostrom called the meeting to order at 3:00 pm. Council members discussed the proposed agenda. Commissioner Cummings motioned to move Agenda Item #12 Public Comment, to Agenda Item #2. Mr. Mark O'Bryant seconded the motion. Motion passed unanimously.

2. PUBLIC COMMENT

The following individuals addressed the Council during Public Forum:

- Mr. Jack Levine
- Ms. Emily Fritz
- Mr. Charles Bagwell
- Mr. Eric Whitehead

3. CONSTITUTE THE COUNCIL, INTRODUCTIONS

The Honorable Circuit Judge Tiffany Baker-Carper administered ceremonial oaths of office.

Each Council member provided a self-introduction and opening remarks.

4. REVIEW MANDATORY RESPONSIBILITIES

Council members reviewed Leon County Ordinance No. 2018-13

Council members discussed reaching out to Leon County Board of County Commissioners to assist with placing the meeting minutes on their website. Honorable Jonathan Sjostrom

motioned to task Ms. Alva Striplin with reaching out to the BOCC. Commissioner Cummings seconded the motion. Motion passed unanimously.

#### 5. ESTABLISH ORGANIZATIONAL OFFICERS

Council members discussed the position of Chair. Mr. Mitchell discussed the importance of having the Chair and Vice-Chair from the public and private sectors. Mr. Mitchell motioned to appoint The Honorable Jonathan Sjostrom as the Chair. Commissioner Carolyn Cummings seconded. The motion passed unanimously.

Council members discussed the position of Vice-Chair. The Honorable Jonathan Sjostrom proposed Mr. Mitchell fill the role of Vice-Chair. Mr. Mitchell declined and after discussion, Commissioner Cummings nominated Ms. Zandra Glenn to serve as Vice-Chair. Mr. Mitchell seconded the motion.

Ms. Glenn declined and after discussion she nominated Ms. Carmen Conner. Council members discussed. Mr. Mark O'Bryant seconded Ms. Glenn's nomination of Ms. Conner. Commissioner Cummings withdrew her original motion. Ms. Conner was voted as Vice-Chair unanimously.

#### 6. REVIEW FLORIDA OPEN MEETINGS AND PUBLIC RECORDS LAW

Council members discussed the importance of transparency. Council discussions should only take place in publicly noticed meetings and the public is entitled to input.

Mr. Mitchell proposed Council members obtain email addresses specific to the Council. Honorable Jonathan Sjostrom motioned to put the item on the agenda for the next meeting. Ms. Striplin was tasked to reach out to Leon County BOCC to provide the email addresses.

#### 7. STEPS TO ESTABLISH A LEGAL AND EFFECTIVE ORGANIZATION

Michelle Watson, CEO, Florida Children's Council, gave a presentation and offered assistance with organizing the Council.

Commissioner Cummings suggested the immediate focus of the Council should be organization and discussed a previous vote by the Leon County Board of County Commissioners to provide both financial and staff assistance to the Council.

Mr. Sachs inquired about the Registered Agent and it was discussed. Stephanie Holloway will be the Registered Agent temporarily until the Council is able to hire an Interim Administrator.

Commissioner Cummings motioned for Honorable Jonathan Sjostrom to reach out to the Vince Long, Leon County Administrator. Mr. Mitchell seconded the motion. There was discussion. The motion passed unanimously.

Akin Akinyemi, Leon County Property Appraiser, introduced himself and key staff members to the Council.

Gina Fletcher, Director of Tax Roll Compliance for the Leon County Property Appraiser gave a presentation on the organization of the Council and the TRIM process. The different timeline options were discussed with the Council for the various deadlines required for implementing millage rate to begin collecting revenue.

Mr. Mitchell made a motion to extend the meeting to 5:30. Mr. O'Bryant seconded the motion. The motion passed unanimously.

Discussion continued regarding the TRIM options available to the Council.

Mr. Mitchell inquired about the timeline, deadlines, and millage rate. Discussion took place. Leon County Attorney, Chasity O'Steen sent a note via Commissioner Minor to the Honorable Jonathan Sjostrom. The discussion should be discussed only in a publicly noticed meeting at a later date.

#### 8. INTERLOCAL AGREEMENT FOR START-UP FUNDING

Chasity O'Steen, Leon County Attorney, gave a presentation on the important dates and deadlines for the Council. The annual report, quarterly financial report, and calculation of the millage rate were covered.

Ms. O'Steen discussed the responsibility of Leon County through an interlocal agreement with the Council. The agreement could include financial and staff assistance to the Council. Any decisions regarding an interlocal loan has to be made at a publicly noticed meeting.

#### 9. ESTABLISH BYLAWS COMMITTEE

Discussion about who should be on the Council Bylaws Committee. The Honorable Jonathan Sjostrom mentioned he is mandatory member because he is the Council Chair. The Honorable Jonathan Sjostrom inquired about Ms. Glenn and Mr. Sachs thoughts on being on the Bylaws Committee. Both Council members agreed. The Honorable Jonathan Sjostrom made a motion to establish the Bylaws Committee. Mr. Mitchell seconded the motion. The motion passed unanimously.

#### 10. ESTABLISH SCHEDULE OF FUTURE MEETINGS

The Honorable Jonathan Sjostrom proposed Thursday, May 20<sup>th</sup> at 3:00 for the next meeting date and time. May 20<sup>th</sup> is a state holiday, Emancipation Day. Wednesday, May 19<sup>th</sup> was suggested by Honorable Jonathan Sjostrom and the Council agreed unanimously to schedule the next meeting of the Council on that date.

## 11. AGENDA FOR THE NEXT MEETING

- 1) Update on Interlocal Agreement
- 2) Update on Bylaws Committee
- 3) TRIM Discussion
- 4) Budget Discussion
- 5) Interim Administrator Discussion

## 12. MEMBER COMMENT

Mr. Mitchell proposed the next meeting, on May 19<sup>th</sup>, start at 2:00 pm due to the length of the agenda items.

The Honorable Jonathan Sjostrom adjourned the meeting at 5:13 p.m.