

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY

August 19, 2021 Regular Meeting

APPROVED MINUTES

Members Present: Carmen Conner (Vice-Chair), Dr. Zandra Glenn; Rocky Hanna, Superintendent of Schools; Darryl Jones, School Board Member; Liza McFadden; Paul Mitchell; Mark O'Bryant; Walter Sachs, DCF Northwest Region Managing Director; Honorable Jonathan Sjostrom (Chair), Chief Judge.

Member(s) Not Present: Carolyn Cummings, Leon County Commissioner

Location: Tallahassee Community College, Student Union Ballroom, 444 Appleyard Dr., Tallahassee, FL 32304

1. CALL MEETING TO ORDER

Chair Sjostrom called the meeting to order at 2:03 p.m.

2. ROLL CALL

Eight Council members were present, and a quorum was established.

3. APPROVAL OF AGENDA

Mr. Mark O'Bryant motioned to approve the agenda as presented. Superintendent Hanna seconded the motion. The agenda was approved unanimously.

4. APPROVAL OF MINUTES

Mr. Darryl Jones moved to accept the minutes from July 22 as presented. Ms. Zandra Glenn seconded the motion. The July 22, 2021 minutes were approved unanimously.

5. SPECIAL PRESENTATION

Pat Gleason, Special Counsel for Open Government, Florida Attorney General's Office, provided an overview related to the Florida Sunshine Law.

6. PUBLIC COMMENT

Mr. Jack Levine spoke in favor of the Invitation to Negotiate on the Needs Assessment.

7. INTERIM ADMINISTRATOR REPORT

Mr. Ted Granger gave the Interim Administrator Report. This included confirmation that all council members have filed their required financial disclosures forms. Mr. Granger offered a debt of gratitude to TCC President Jim Murdaugh for offering the TCC space at no cost.

Mr. Chris Roe, General Counsel, presented how the council will move forward adopting resolutions to better memorialize action taken by the Council. This includes setting millage. Discussion ensued if the Council has a position of Secretary for the purposes of who is the custodian of record.

8. CONSIDERATION OF PUBLIC COMMENT POLICY

Mr. Chris Roe discussed the proposed public comment policy. Discussion. Mr. O'Bryant made a motion to table the discussion until the next Council meeting on September 23, 2021. Mr. Mitchell second the motion. Approved without dissention.

9. CONSIDERATION OF PURCHASING POLICY

Mr. Chris Roe presented Resolution 2021-02 establishing a policy for the purchase of goods and services. Discussion. Mr. O'Bryant moved to approve the resolution and attached procurement policy striking the second bullet under purpose and scope. School Board Member Jones seconded the motion. The motion was approved.

Mr. Roe noted the resolution will be renumbered as 2021-01.

10. COMMITTEE REPORTS

a. NEEDS ASSESSMENT COMMITTEE

Dr. Zandra Glenn, Chair of the Needs Assessment Committee, presented a final Invitation to Negotiate (ITN) for a Community Needs and Assets Assessment. Mr. Granger provided an overview of the procurement instrument. Discussion ensued specifically about the open or closed nature of the negotiations. Mr. Paul Mitchell confirmed that the recordings will be published before the appeals process closes. Mr. Paul Mitchell motioned to approve the ITN amending the scoring criteria so the percentages equal 100. Mr. Jones seconded the motion. The motion was approved.

b. CEO SEARCH

Mr. Ted Granger reported that the position opened on July 23 on various platforms and will close on August 20. As of August 18, the Council had received 129 applications but only 60 has submitted all of the required materials. The next meeting of the Search Committee will be on August 24.

11. WEBSITE

Ms. Holly McPhail provided a walk-through of the new website, pointing out that an email address has been established for each council member.

12. NEXT AND FUTURE COUNCIL MEETINGS

a. TRIM MEETINGS

The first TRIM Public Hearing will be on September 8, 2021. The final TRIM Public Hearing will be September 21, 2021. Mr. Granger provided a rough draft of the agenda for these meetings.

b. COUNCIL MEETING

The next full council meeting will be on September 23, at 2 pm in the Leon County Chambers. The Executive Director Search Committee will convene immediately before that meeting at 1 pm.

12. NEXT MEETING AGENDA

Chair Sjostrom proposed the following agenda for the September 23, 2021 meeting:

- Call Meeting to Order
- Roll Call
- Approval of Agenda
- Approval of Minutes from previous meetings of the full council
- Public Comment
- Update from Interim Administrator
- CEO Search Update
- Personnel Policy
- Public Comment Policy
- ITN Update
- Member Comment

13. MEMBER COMMENTS

Mr. Roe confirmed that the budget must be confirmed by separate vote after the millage rate is set.

Judge Sjostrom, Mr. Walter Sachs, Mr. O'Bryant and Mr. Jones offered words in memory of community advocate, Ms. Jeanna Olson, who recently passed away due to COVID-19 complications.

Mr. Walter Sachs formally resigned from the Council and introduced Mr. Terrance Watts. Judge Sjostrom swore him in. Members offered a word of thanks to Mr. Sachs for his service.

14. ADJOURNMENT

Meeting adjourned at 4:57 p.m.