

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY

October 21, 2021 Regular Meeting

APPROVED MINUTES

Members Present: Carmen Conner (Vice-Chair); Carolyn Cummings, Leon County Commissioner; Rocky Hanna, Superintendent of Schools; Dr. Zandra Glenn; Darryl Jones, School Board Member; Liza McFadden (late); Paul Mitchell; Mark O'Bryant; Honorable Jonathan Sjostrom (Chair), Chief Judge; Terrence Watts, DCF Appointee.

Member(s) Not Present: n/a

Location: Leon County Commission Chambers, 5th Floor, Leon County Courthouse, 301 S. Monroe Street, Tallahassee, FL 32301

1. CALL MEETING TO ORDER

Chair Sjostrom called the meeting to order at 2:00 p.m.

2. ROLL CALL

Nine council members were present, and a quorum was established. Ms. McFadden arrived later in the meeting.

3. APPROVAL OF AGENDA

Mr. Mitchell motioned to approve the agenda as presented. Ms. Glenn seconded the motion and it was approved unanimously.

4. APPROVAL OF MINUTES FROM LAST MEETINGS

Mr. Jones moved to accept the minutes from September 23 as presented. Ms. Cummings seconded the motion and the minutes were approved unanimously.

5. SPECIAL RECOGNITION

Judge Sjostrom recognized Ms. Jessica Goodman-Taylor for her support to the Council in its beginning phases and publicly thanked her for her commitment and exemplary service.

6. PUBLIC COMMENT

Mr. Bill Proctor spoke in favor of Cecka Rose Green for the Executive Director position and in favor of the Council exercising local preference.

Ms. Katrina Tuggerson spoke in favor of due process as it relates to the executive director search process.

Mr. Whitfield Leland spoke in favor of due process as it relates to the executive director search process.

Mr. Stanley Sims spoke against reopening the executive director search process.

Mr. Justin Fitzpatrick thanked the Council for its consistent transparency throughout the various processes currently underway.

Mr. Michael Redfield provided public comment on the needs of the community.

7. INTERIM ADMINISTRATOR REPORT

Mr. Ted Granger gave the Interim Administrator Report highlighting the TRIM Compliance letter received from the Florida Department of Revenue.

8. COMMITTEE REPORT: EXECUTIVE DIRECTOR SEARCH

Judge Sjostom presented the Executive Director Search Committee report and recommendation to complete the originally agreed upon process and eliminate the requirement that two names be given to the Council. Ms. Cummings motioned to approve the recommendation as presented. Mr. Jones seconded the motion and it was approved, with Mr. Watts abstaining.

Mr. Granger provided an update on the proposed benefits package. Specifics benefits were discussed and the following received support by consensus:

- mileage reimbursement and not a car allowance,
- Capital Health Plan, and
- participation in the Florida Retirement System (FRS),

Ms. McFadden requested and general consensus by the Council agreed to include paid family leave in the Human Resources Manual.

9. CONSIDERATION OF RESOLUTION 2021-07

Mr. Chris Roe presented Resolution 2021-07 establishing a policy on social media use including a public facing terms of use agreement. Discussion ensued on the languages available on the website. Mr. Jones made a motion to approve the resolution as presented. Mr. Jones seconded the motion and it was approved unanimously.

10. COMMITTEE REPORT: NEEDS ASSESSMENT

Ms. Glenn presented the Needs Assessment Committee report and recommendation to award Q-Q Research as the best value response to requirements of the Invitation to Negotiate entitled Assets and Needs Assessment. The contract price is \$279,773. Ms. Glenn motioned to authorize Judge Sjostrom, as chair, to sign and execute the contract with Q-Q Research. Mr. Jones seconded the motion and it was approved unanimously.

11. COMMITTEE APPOINTMENTS

a. Nominations Committee

Pursuant to the Bylaws, the Council will elect officers at its annual meeting in January. Therefore, the Council will convene a nominations committee to make recommendations for a slate of officers. Mr. Mitchell motioned to have the Executive Committee serve as the Nominations committee. Ms. Cummings seconded the motion. Discussion. Mr. O’Bryant requested to be added to the committee. The motion passed without dissent. The committee is comprised of the following: Judge Sjostrom, Ms. Conner, Mr. Mitchell, Ms. Cummings and Mr. O’Bryant.

b. Bylaws Committee

At the last meeting, the Council requested the Bylaws be reviewed and updated at the annual meeting in January. Therefore, the Council will re-convene its bylaws committee to make recommendations. Judge Sjostrom motioned to approve the bylaws committee by himself, Ms. Glenn, Ms. McFadden and Mr. Watts. Mr. Mitchell seconded the motion and it passed without dissent.

12. TREASURER’S REPORT

Mr. Mitchell presented the Treasurer’s Report which included a profit and loss statement for October 2020-September 2021 and a quarterly income and expenses report for July 2021-September 2021. Mr. O’Bryant motioned to approve the report as presented. Mr. Jones second the motion and it was approved without dissent.

13. TIMELINE OF IMPORTANT DATES

Mr. Granger reviewed a draft timeline of Council projected activities between November 2021-October 2022, noting specific activities related to the Needs Assessment and upcoming request for information related to an “enterprise solutions software.” Discussion. No formal action was taken.

14. NEXT MEETING DATE

The next full council meeting will be on November 18, at 3 pm, immediately following a visioning session with the needs assessment vendor, in the Leon County Chambers.

12. NEXT MEETING AGENDA

Chair Sjostrom proposed the following agenda for the November 18, 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
- Treasurer's Report
- Role of Needs Assessment Committee in the Needs Assessment workplan

- Recommendation from Executive Director Search Committee

15. MEMBER COMMENTS

Mr. Mitchell commended Judge Sjostrom for allowing the public comment process to flow freely.

Ms. Glenn thanked the members of the ITN teams, especially those from the public, for their service.

Mr. Jones requested a list of existing committees and their members be provided to the Council.

Mr. Watts commended the Executive Director Search Committee for their work and requested the committee consider creating performance expectations and evaluation standards for the position that be included in an offer of employment or contract.

Mr. Hanna clarified the Leon County Schools website has a plug-in that allows each page to be translated into multiple languages. Staff agreed to connect with LCS staff to learn more.

16. ADJOURNMENT

Meeting adjourned at 4:08 p.m.