

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY

November 18, 2021, Regular Meeting

DRAFT MINUTES

Members Present: Carmen Conner (Chair); Carolyn Cummings, Leon County Commissioner; Dr. Zandra Glenn; Rocky Hanna, Superintendent of Schools; Liza McFadden; Paul Mitchell; Mark O'Bryant; Terrence Watts, DCF Appointee

Member(s) Not Present: Darryl Jones, School Board Member; Honorable Jonathan Sjostrom, Chief Judge

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

1. CALL MEETING TO ORDER

Chair Conner called the meeting to order at 3:18 p.m.

2. ROLL CALL

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

3. APPROVAL OF AGENDA

Chair Conner added consideration of resolution 2021-09 under agenda item 8A. Mr. Mitchell motioned to approve the agenda as amended. Commissioner Cummings seconded the motion and it was approved unanimously.

4. APPROVAL OF MINUTES FROM LAST MEETINGS

Mr. O'Bryant moved to accept the minutes from October 21, 2021, as presented. Mr. Mitchell seconded the motion and the minutes were approved unanimously.

5. GENERAL PUBLIC COMMENT

There was no general public comment.

6. SPECIAL PRESENTATION: COMMUNITY HUMAN SERVICES PARTNERSHIP

Ms. Abena Ojetayo, Director of Housing & Community Resilience, City of Tallahassee, and Mr. Shington Lamy, Director of the Office of Human Services and Community Partnerships, Leon County, provided a general overview of the Community Human Services Partnership and opportunities for CSC Leon to collaborate.

Commissioner Cummings motioned to direct Mr. Granger to draft a memorandum of understanding exploring a possible relationship between CSC Leon and CHSP. Mr. O'Bryant seconded the motion and it passed, 7-1.

7. INTERIM ADMINISTRATOR REPORT

Mr. Granger gave the Interim Administrator Report, including presentation of the full list of committees and membership as previously requested.

8. COMMITTEES & REPORTS

a. EXECUTIVE DIRECTOR SEARCH COMMITTEE

Public Comment

Mr. Bill Proctor spoke in support of the Council selecting Ms. Cecka Rose Green as the Executive Director.

Committee Recommendation

Chair Conner presented the committee report to recommend Ms. Cecka Rose Green for the Executive Director position. Mr. Mitchell motioned to approve the committee recommendation at a salary not to exceed \$120,000. Superintendent Hanna seconded the motion. Commissioner Cummings motioned to amend the motion removing the salary amount and replacing with an amount to be determined at a later date. Discussion. Commissioner Cummings withdrew her motion. Mr. O'Bryant motioned to amend the motion on the table to include the opportunity for a \$5,000 bonus upon completion of a successful annual evaluation. Commissioner Cummings seconded the motion to amend the motion and it was approved. The now amended motion was then passed without opposition.

Ms. Green addressed the Council requesting they reconsider the salary, requesting \$125,000. No further action was taken.

Extension of Meeting

Before continuing in the meeting and cognizant of the time, Chair Conner called for a motion to extend the meeting past the advertised time of 5:00 pm should the need arise. Superintendent Hanna made the motion as requested. Mr. Mitchell seconded the motion and it was approved without dissent.

Employment Letter and Agreement

Mr. Granger presented the draft offer letter and employment agreement highlighting the position is "at will," provides for an annual evaluation and benefits that will tie into the organization's future Human Resources policies. Mr. Mitchell requested the Executive Director position be classified as "Senior Management Status" similar to other governmental entities with a benefits package set accordingly.

Resolution No. 2021-08

Chair Conner presented Resolution No. 2021-08 approving an agreement for month-to-month interim administrator services for Mr. Ted Granger. Mr. Mitchell motioned to approve the resolution as presented. Commissioner Cummings seconded the motion and it was approved without dissent.

Resolution No. 2021-09

Mr. Granger presented Resolution No. 2021-09 relating to seeking membership into the Florida Retirement System. Mr. Mitchell motioned to approve the resolution as presented. Commissioner Cummings seconded the motion and it was approved without dissent.

b. NEEDS ASSESSMENT COMMITTEE

Public Comment

Mr. Neil Skene thanked the Council for the opportunity to serve on the Invitation to Negotiate Team.

Ms. Yolanda Pourciau spoke to bring the Council's attention to a publication, "Sounding the Alarm: Criminalization of Black Girls in Florida" by the Delores Barr Weaver Policy Center.

Mr. Bill Proctor spoke to encourage the Needs Assessment team to utilize the resources available to the community through the 32304+ work from recent years.

Committee Report

Dr. Glenn presented the committee report including a discussion of the anticipated role of the Needs Assessment committee over the next eight months. Dr. Glenn then presented an overview of the Q-Q Research workplan, including plans for community surveys, focus groups and community forums. Superintendent Hanna inquired about the marketing of the surveys and events and offered use of the Leon County School System to help, as well as requested a budget item for marketing be presented at the next meeting. Mr. O'Bryant motioned to approve the workplan as presented. Mr. Mitchell seconded the motion and it was approved without dissent.

c. TREASURER'S REPORT

Mr. Mitchell presented the Treasurer's Report including the Income and Expenses overview and detail for July 1, 2021, - November 11, 2021, highlighting first ad valorem proceeds of \$92,453.24. Commissioner Cummings motioned to approve the Treasurer's Report as presented. Superintendent Hanna seconded the motion and it was approved without dissent.

9. DRAFT ENTERPRISE RESOURCE PLANNING (ERP) SOLUTIONS SOFTWARE REQUEST FOR INFORMATION (RFI)

Ms. Holly McPhail presented the draft RFI, as well as a little history on its development. Ms. McFadden requested visualization be added to goals section under “decision support” and that we explore the addition of donor management resources. All Council members ere requested to review the RFI and send suggestions for edits direct to Ms. McPhail. The final draft of the RFI will be presented at the next Council meeting.

10. NEXT MEETING DATES

The next full council meeting will be on December 16, at 2 pm, at the Tallahassee Community College Student Union. A list of future meetings dates was provided, proposing moving the March meeting date from the 17th to the 24th. Council members agreed by consensus.

11. NEXT MEETING AGENDA

Chair Conner proposed the following items be included on the December 16 agenda in addition to the standard meeting items:

- Final Review & Approval of ERP RFI
- Review of Draft MOU with CHSP
- Review & Approval of Executive Director Contract
- Budget Item for Marketing Community Engagement Activities

12. MEMBER COMMENTS

School Board Member Darryl Jones submitted comment via text congratulating the Council on their selection of Ms. Green as the Executive Director.

Superintendent Hanna commended both the Needs Assessment and Executive Director Search Committees on their exemplary work.

There were no additional member comments.

13. ADJOURNMENT

Meeting adjourned at 5:48 p.m.