

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY
December 16, 2021 Regular Meeting

DRAFT MINUTES

Members Present: Honorable Jonathan Sjostrom, Chief Judge (Chair); Carmen Conner (Vice-Chair); Carolyn Cummings, Leon County Commissioner; Rocky Hanna, Superintendent of Schools; Liza McFadden; Paul Mitchell; Mark O'Bryant; Terrence Watts, DCF Appointee

Member(s) Not Present: Dr. Zandra Glenn; Darryl Jones, School Board Member

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 2:12 p.m.

2. ROLL CALL

Eight council members were present and a quorum was established.

3. APPROVAL OF AGENDA

Chair Sjostrom noted that Agenda Item IX, "Final Enterprise Resource Planning (ERP) Solutions Software Request for Information" would be moved before Agenda Item VIII, "Special Presentation: Hours for the Asking." 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. Mitchell moved to accept the minutes from November 18, 2021, as presented. Mr. O'Bryant seconded the motion and the minutes were approved unanimously.

5. GENERAL PUBLIC COMMENT

Mr. Neil Skene provided public comment discussing prevention, early detection, workforce development and the need to establish trust in the community.

6. INTERIM ADMINISTRATOR REPORT

Mr. Granger gave the Interim Administrator Report, including an update on the Florida Retirement System registration and other employee benefits. He then reported the potential MOU with the County and City was placed on hold due to their request, as the partners are updating theirs currently. Finally, Mr. Granger requested volunteers for board service on the Department of Children & Families Circuit 2 Alliance and the Early Learning Coalition of the Big Bend. Mr. Mitchell requested more information on these volunteer commitments be provided at the next meeting.

7. COMMITTEES & REPORTS

A. EXECUTIVE DIRECTOR SEARCH COMMITTEE

Mr. Granger presented Resolution 2021-10 approving employment agreement with Ms. Cecka Green for Executive Director. Mr. Granger noted that the contract does not include a bonus as discussed at the last meeting but rather a “merit increase” per advice of counsel. Council Attorney Roe also clarified why an at-will clause was included in the contract. Mr. Mitchell moved to approve the resolution as presented. Ms. Conner seconded the motion. Discussion. Ms. McFadden motioned to amend Clause 6. C. of the contract (attachment to the resolution) to make the evaluation led by the executive committee. Ms. Conner seconded the motion and passed unanimously. A consensus vote was then taken on the primary motion and it passed without dissent. Ms. Green was invited to address the Council.

B. NOMINATIONS COMMITTEE

Mr. Granger presented the proposed slate of officers for the next term of officers: retain Judge Sjostrom as Chair, retain Mr. Mitchell as Treasurer, appoint Dr. Glenn as Vice-Chair. No further action was taken.

C. BYLAWS COMMITTEE

Ms. McPhail presented the proposed bylaws to be voted upon at the next Council meeting showing track changes. Ms. McFadden raised the issue of terms of office and requested they be set at two years, not one. No opposition raised so staff made the edit as requested and will include in the final draft. No further action was taken.

D. NEEDS ASSESSMENT REPORT

Mr. Granger provided a brief update on the needs assessment process, requesting an additional \$10k be added to the budget to conduct three additional focus groups: two more with parents and one more with youth. The additional dollars will be used to pass for additional analysis, incentives and childcare. Judge Sjostrom requested legal review of the ability to vote on a fiscal matter without it being noticed on the agenda. Council Attorney Roe provided clearance, advising the Council to take public comment before voting.

Mr. Neil Skene provided public comment speaking in favor of the budget amendment.

Mr. Justin Fitzpatrick provided public comment speaking in favor of the budget amendment.

Mr. Mitchell motioned to amend the budget to allocate an additional \$10,000 to the needs assessment. Ms. McFadden seconded the motion and it was approved unanimously.

Ms. McPhail provided additional information on the community engagement aspects of the needs assessment, noting the locations of all the various focus groups with providers, parents and youth. Mr. Mitchell expressed concern about the ability to ensure these groups were representative and over the use of local agencies being subcontracted to assist with outreach for these groups. Specifically, Mr. Mitchell expressed concern that the research firm is “paying community partners to identify people to inform our needs assessment that then may apply for funding from the Council.” Mr. Watts requested

that copies of the subcontracts with United Partners for Human Services and We Are All We Need be provided to the Council. Superintendent Hanna remarked that the Council hired the research firm to do a job and “we should let them do their job and not micro-manage the process.” Ms. McPhail concluded the community engagement update with an update on the two surveys: one for provider organizations and one for community residents. A representative from the research firm will attend the next meeting to provide a more detailed update. No further action was taken.

E. TREASURER’S REPORT

Mr. Mitchell provided the financial report, noting the balance was earning very little interest. Discussion ensued about leveraging this balance in an investment account. Ms. McFadden requested the Council consider adopting an investment policy. A draft will be presented at the next Council meeting. Mr. O’Bryant motioned to approve the financial report as presented. Mr. Watts seconded the motion and it was approved unanimously.

8. FINAL ENTERPRISE RESOURCE PLANNING (ERP) SOLUTIONS SOFTWARE REQUEST FOR INFORMATION (RFI)

Ms. McPhail presented the final RFI, noting the edits made as a result of feedback since the last meeting. Ms. McFadden motioned to approve the RFI as presented and release to the public. Mr. Mitchell seconded the motion and it was approved unanimously.

9. SPECIAL PRESENTATION: “HOURS FOR THE ASKING”

Mr. Jack Levine presented on a special project promoting volunteerism in partnership with Whole Child Leon, Volunteer Leon, 4 Generations, and the Hand Up Project.

10. NEXT MEETING DATE

The next full council meeting will be on January 20, at 2 pm, at the Tallahassee Community College Student Union.

11. NEXT MEETING AGENDA

Chair Sjostrom proposed the following items be included on the January 20 agenda in addition to the standard meeting items:

- Presentation by QQ Research Consultants
- Draft Investment Policy

12. MEMBER COMMENTS

Judge Sjostrom requested a COVID update from Mr. O’Bryant, including Tallahassee Memorial’s response to Omicron.

Mr. Mitchell shared a story describing how serving on the Council opened his eyes to the needs of Pineview Elementary and the exemplary leadership in Principal Conner. He requested that his fellow

Council members sign up to give to the school's principal fund to support the pantry and laundry services.

There were no additional member comments.

13. ADJOURNMENT

Meeting adjourned at 4:46 p.m.

DRAFT