

Children's Services Council of Leon County (CSC Leon)
Governing Council Meeting

Thursday, October 20, 2022, 4:00 p.m.
Children's Forum, Inc., First Floor Conference Room
1211 Governors Square Blvd., Suite 200, Tallahassee, FL 32301

Members of the public can view the meeting via live stream on this YouTube channel:
<https://www.youtube.com/channel/Ucc74A9evhLxbHlrH63-clbQ>.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. General Public Comment
- V. Approval of Consent Agenda Items
 - A. Minutes from the September 2022 meeting (page 3)
 - B. Minutes from the TRIM Hearing 1 (page 7)
 - C. Minutes from the TRIM Hearing 2 (page 9)
 - D. Financial Report from September 2022 (page 11)
 - E. Executive Director's Report
- VI. Summer Funding Presentation
- VII. General Counsel Update
- VIII. Committees & Reports
 - A. Executive Committee
 - i. Executive Director's 2022 Performance Evaluation Update
 - B. Nominating Committee
 - i. Discussion of FY 2022-23 Council Officer Nominations
 - 1. Presentation of Resolution 2022-10 Appointing Officers for FY2022-2023 (page 17)
 - 2. Public Comment
 - 3. Consideration to approve Resolution 2022-10
 - C. Investment Workgroup
 - i. Investment and Reserve Policies Update
 - D. Finance & Budget/Audit Committee
 - i. Presentation of the draft Request for Proposals for Financial Audit Services
 - E. Program Services Committee
 - i. Capacity Building Services
 - 1. Presentation of Request for Proposals for Capacity Building Services
 - 2. Public Comment
 - 3. Consideration to approve RFP for Capacity Building Services
- IX. Presentation of Draft Strategic Framework for 2023-2025
- X. Next Meeting Dates
 - A. Meeting Schedule (page 19)
- XI. Next Meeting Agenda
 - A. Presentation of Council Member Disclosure Form

- B. Consideration to approve Integrated Information Management Solution Award Recommendation
- C. Consideration to approve RFP for Financial Auditing Services

- XII. Member Comments
- XIII. Adjourn

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY
Governing Council Meeting
September 15,2022

MINUTES

Members Present:

- Dr. Zandra Glenn, Chair, Community Member;
- Terrence Watts, Vice-Chair, DCF Appointee;
- Paul Mitchell, Treasurer, Community Member;
- Rocky Hanna, Superintendent, Leon County Schools;
- Carmen Conner, Community Member;
- Atty. Carolyn Cummings, Leon County Commissioner;
- Darryl Jones, School Board Chair, Leon County Schools; and
- Judge Anthony Miller, Second Judicial Circuit

Members Absent:

- Mark O'Bryant, Community Member; and
- Liza McFadden, Community Member

Staff Present:

- Cecka Rose Green, Executive Director;
- Dina Snider, Director of Finance and Operations;
- Jacinta Clay, Administrative Services Manager;
- Holly McPhail, Special Projects Manager;
- Christopher Roe, General Counsel; and
- Fred Springer, General Counsel

Location:

The Children's Forum
1211 Governor's Square Blvd., Suite 200, Tallahassee, FL 32301

I. CALL TO ORDER

Chair Glenn called the meeting to order at 2:04 p.m.

II. ROLL CALL

Eight (8) council members were present, and a quorum was established.

III. APPROVAL OF AGENDA

Mr. Mitchell moved approval of the agenda; Mr. Watts provided a second. Agenda was unanimously approved.

IV. GENERAL PUBLIC COMMENT

Sally Butain provided public comment.

V. APPROVAL OF CONSENT AGENDA

Mr. Mitchell moved approval of the consent agenda; Ms. Cummings provided a second. Consent agenda was unanimously approved.

VI. GENERAL COUNSEL UPDATE

Mr. Roe provided updates and the procedures regarding the annual financial audit.

VII. COMMITTEES & REPORTS

A. Executive Committee

i. Executive Director's 2022 Performance Evaluation

Chair Glenn presented the Executive Director's evaluation instrument. Mr. Mitchell moved for approval; a second was provided by Mr. Watts. There was no public comment. The Executive Director's evaluation instrument was unanimously approved.

ii. Chair Glenn reviewed the evaluation timeline. Ms. Cummings moved to appoint Chair Glenn as the designated council member to complete the evaluation process with Director Green; a second was provided by Mr. Mitchell. There was no public comment; motion was unanimously approved.

B. Nominating Committee

Chair Glenn presented the committee's recommendation to maintain the current officers for the next fiscal year. Approval was moved by Mr. Jones and seconded by Mr. Hannah. The motion was unanimously approved with no public comment. The confirming resolution will be presented for ratification at the October council meeting.

C. Investment Workgroup

Ms. Snider provided an overview of the group's work and workplan. The group will meet again on Wednesday, September 26, at 9:00 a.m.

D. Finance and Budget Committee

Ms. Green presented the statutory requirement for conducting the annual financial audit, recommending that the Finance and Budget Committee serve as the Audit Committee. Mr. Jones made a motion to accept the recommendation; a second was provided by Mr. Watts. There was no public comment, and the motion was unanimously approved.

E. Program Services Committee

Mr. Jones presented the committee's report with the following recommendations for discussion and consideration:

1. Finalize list of prioritized focus categories, contemplating either (a) the addition of Youth Gun Violence as an eighth (8th) category, or (b) layering it with the already identified focus categories (1-7).

Mr. Jones moved to add Youth Gun Violence as an 8th focus area and to integrate it within the other seven priorities; a second was provided by Ms. Cummings. Public comment was provided by Sally Butain. The motion was approved by a vote of 6 for to 2 against.

2. Determine whether a council member, via appointment by the Chair, will serve as a member of the evaluation teams for community investments, and in what capacity (either ex-officio or as a full evaluation team member).

Mr. Mitchell moved for the Chair to appoint on a rotating basis a council member to every community investment procurements, with the appointed council member to participate in all parts of the evaluation process except scoring. Mr. Hanna provided a second. There was no public comment. The motion failed with a vote of 3 for to 5 against.

3. Review the Capacity Building RFA for input and consideration to approve at the October meeting.

Ms. Snider presented the draft of the Capacity Building RFA.

4. Review the timeline of activities, to include an Evaluation RFA to be released in tandem with the funding procurements.

Ms. McPhail presented the timeline of activities, noting revisions that will be made prior to it being presented to the council.

F. Enterprise Software Solutions Workgroup

Mr. Watts updated the council on the final actions of the Enterprise Software Solutions Workgroup. Ms. McPhail provided a brief overview of the RFP for Integrated Information Management Solution (IIMS), with Mr. Springer providing information on the differences in this version from the previous version of the RFP, including proposed pricing language and the timeline.

Mr. Mitchell moved for approval with necessary edits; a second was provided by Mr. Jones. There was no public comment and the motion carried unanimously.

Mr. Watts requested recommendations from the council for individuals to serve on the IIMS RFP evaluation panel, noting the desired requirements for expertise. He requested suggested person's names be given to staff within the next two weeks.

VIII. Next Meeting Dates

Dr. Glenn reminded Council Members of upcoming meetings, as follows:

- Executive Committee Meeting: TBD
- Nominating Committee Meeting: TBD
- TRIM Hearing (#1): Thursday, September 8, 2022, 5:15 p.m., Sunshine Health Community Room, 2525 S. Monroe Street, Suite 1, 32301
- Governing Council Meeting: Thursday, October 20, 2022, 4:00 p.m., The Children's Forum, 1211 Governor's Square Blvd., Suite 200, 32301
- TRIM Hearing (#2): Thursday, September 22, 2022, 5:15 p.m., Sunshine Health Community Room, 2525 S. Monroe Street, Suite 1, 32301

XIV. NEXT MEETING AGENDA REVIEW

- Resolution of Council Officers Slate FY 2022-23
- Finance and Budget Committee Report
- Program Services Committee Report
- Summer Funding Final Report/Outcomes
- Presentation of draft 2023-25 Strategic Framework

XV. MEMBER COMMENTS

Mr. Jones shared a picture and information about the new food locker installed at Sabal Palm Elementary Community Partnership School (CPS), a partnership with Leon County Schools and Second Harvest of the Big Bend, noting it is the first food locker of its kind in the county.

Judge Miller provided brief remarks recognizing the good work of the council and staff.

XVI. ADJOURNMENT

Meeting was adjourned at 5:39 pm.

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY
TRIM Hearing 1
September 8,2022

MINUTES

Members Present:

- Dr. Zandra Glenn, Chair, Community Member;
- Terrence Watts, Vice-Chair, DCF Appointee;
- Paul Mitchell, Treasurer, Community Member;
- Atty. Carolyn Cummings, Leon County Commissioner;
- Carmen Conner, Community Member;
- Darryl Jones, School Board Chair, Leon County Schools; and
- Mark O'Bryant, Community Member

Members Absent:

- Rocky Hanna, Superintendent, Leon County Schools;
- Liza McFadden, Community Member; and
- Judge Anthony Miller, Second Judicial Circuit

Staff Present:

- Cecka Rose Green, Executive Director;
- Dina Snider, Director of Finance and Operations;
- Jacinta Clay, Administrative Services Manager;
- Holly McPhail, Special Projects Manager; and
- Atty. Christopher Roe, General Counsel.

Location:

Sunshine Health, Community Room
2525 S. Monroe Street, Suite 1, Tallahassee, FL 32301

I. CALL TO ORDER

Chair Glenn called the meeting to order at 5:19 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

Mr. Jones moved to approve the agenda; Ms. Conner seconded the motion. It was unanimously approved.

IV. TRIM OVERVIEW & PUBLIC READING

Chair Glenn read the Truth in Millage process to the body as below:

- Truth in Millage, or “TRIM”, engages taxpayers and the public in the process by which local taxing authorities determine the amount of ad valorem property taxes they are requesting to fund their next years’ budgets.
- As such, in accordance with Title 14, Chapter 200, Section 001, Subsection 4(a) and (b) of the Florida Statutes, which governs the TRIM process, today is the first of two public hearings for this Council to approve the millage rate to levy ad valorem taxes in Fiscal Year 2022-23.
- This TRIM Public Hearing is being held by the Children’s Services Council of Leon County, or CSC Leon—an independent special district established and governed by Section 125.901, Florida Statutes, and Leon County Ordinance 2018-3.
- The percentage increase in millage over the rolled-back rate of .3482 needed to fund the budget for FY 2022-23 is 7.70%, which will be an increase of \$650,290.33 in ad valorem tax revenues from current year.
- The tentative millage rate CSC Leon is requesting is .375 mill, which is the SAME millage rate as approved for current year, 2021-22.
- At today’s public hearing, CSC Leon intends to adopt our tentative millage rate of .375 mill and our proposed FY 2022-23 budget.

V. RESOLUTION 2022-05 to SET FY 2022-23 TENTATIVE MILLAGE RATE

Chair Glenn turned meeting over to Mr. Roe to read Resolution 2022-05. There was no public comment. Mr. O’Bryant moved to approve Resolution 2022-05; it was seconded by Mr. Jones. A roll call vote of Resolution 2022-05 was taken, and Resolution 2022-06 was approved unanimously.

VI. RESOLUTION 2022-06 to SET FY 2022-23 TENTATIVE BUDGET

Chair Glenn turned meeting over to Mr. Roe to read Resolution 2022-06. There was no public comment. Mr. Jones moved to approve Resolution 2022-06; it was seconded by Mr. Watts. A roll call vote of Resolution 2022-06 was taken, and Resolution 2022-06 was approved unanimously.

VII. 2nd TRIM PUBLIC HEARING DATE AND LOCATION

Thursday August 22, 5:15 p.m. at the Sunshine Health Community Room, 2525 S. Monroe Street, Suite 1.

VIII. MEMBER COMMENTS

Mr. Paul Mitchell arrived late and requested the minutes reflect his attendance and positive vote for both resolutions.

IX. ADJOURNMENT

Meeting was adjourned at 5:26 p.m.

CHILDREN'S SERVICES COUNCIL OF LEON COUNTY
TRIM Hearing 2
September 22, 2022

MINUTES

Members Present:

- Dr. Zandra Glenn, Chair, Community Member;
- Terrence Watts, Vice-Chair, DCF Appointee;
- Paul Mitchell, Treasurer, Community Member;
- Atty. Carolyn Cummings, Leon County Commissioner;
- Carmen Conner, Community Member;
- Darryl Jones, School Board Chair, Leon County Schools;
- Mark O'Bryant, Community Member;
- Rocky Hanna, Superintendent, Leon County Schools; and
- Liza McFadden, Community Member.

Members Absent:

- Judge Anthony Miller, Second Judicial Circuit

Staff Present:

- Cecka Rose Green, Executive Director;
- Jacinta Clay, Administrative Services Manager;
- Holly McPhail, Special Projects Manager; and
- Atty. Christopher Roe, General Counsel.

Location:

Sunshine Health, Community Room
2525 S. Monroe Street, Suite 1, Tallahassee, FL 32301

I. CALL TO ORDER

Chair Glenn called the meeting to order at 5:17 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

Mr. Mitchell moved to approve the agenda; Mr. Jones seconded the motion. It was unanimously approved.

IV. TRIM OVERVIEW & PUBLIC READING

Chair Glenn read the Truth in Millage process to the body as below:

- a. Truth in Millage, or “TRIM”, engages taxpayers and the public in the process by which local taxing authorities determine the amount of ad valorem property taxes they are requesting to fund their next years’ budgets.
- b. As such, in accordance with Title 14, Chapter 200, Section 001, Subsection 4(a) and (b) of the Florida Statutes, which governs the TRIM process, today is the second of two public hearings for this Council to approve the millage rate to levy ad valorem taxes in Fiscal Year 2022-23.
- c. This TRIM Public Hearing is being held by the Children’s Services Council of Leon County, or CSC Leon—an independent special district established and governed by Section 125.901, Florida Statutes, and Leon County Ordinance 2018-3.
- d. The percentage increase in millage over the rolled-back rate of .3482 needed to fund the budget for FY 2022-23 is 7.70%, which will be an increase of \$650,290.33 in ad valorem tax revenues from current year.
- e. The tentative millage rate CSC Leon is requesting is .375 mill, which is the SAME millage rate as approved for current year, 2021-22.
- f. At today’s public hearing, CSC Leon intends to adopt the millage rate of .375 mill and our proposed FY 2022-23 budget.

V. RESOLUTION 2022-08 to SET FY 2022-23 FINAL MILLAGE RATE

Chair Glenn asked Mr. Roe to read Resolution 2022-08. There was no public comment. Mr. O’Bryant moved to approve Resolution 2022-08; a second was provided by Mr. Jones, and it was approved unanimously.

VI. RESOLUTION 2022-09 to SET FY 2022-23 FINAL BUDGET

Chair Glenn asked Mr. Roe to read Resolution 2022-09. There was no public comment. Mr. Jones moved to approve Resolution 2022-09; a second was provided by Mr. Watts, and it was approved unanimously.

VII. MEMBER COMMENTS

There were no member comments.

VIII. ADJOURNMENT

Meeting was adjourned at 5:24 p.m.

Children's Services Council of Leon County
Balance Sheet
As of September 30, 2022

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Money Market Account	4,262,520.78
Operating	303,544.97
Total Checking/Savings	<u>4,566,065.75</u>
Total Current Assets	4,566,065.75
Other Assets	
Security Deposits Asset	6,222.50
Total Other Assets	<u>6,222.50</u>
TOTAL ASSETS	<u><u>4,572,288.25</u></u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	10,332.46
Net Income	4,561,955.79
Total Equity	<u>4,572,288.25</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,572,288.25</u></u>

Children's Services Council of Leon County Income & Expense Budget vs. Actual

October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Ad Valorem Proceeds	6,926,224.81	6,400,000.00	526,224.81	108.2%
Interest	16,882.80	5,000.00	11,882.80	337.7%
Loan Proceeds (Leon County)	90,000.00			
Total Income	7,033,107.61	6,405,000.00	628,107.61	109.8%
Expense				
Compensation & Benefits				
Employee Benefits				
Dental & Vision Insurance	123.64			
Health Insurance	27,826.16	40,000.00	-12,173.84	69.6%
Life Insurance	0.00	500.00	-500.00	0.0%
Retirement Contribution	24,591.96	35,000.00	-10,408.04	70.3%
Total Employee Benefits	52,541.76	75,500.00	-22,958.24	69.6%
Salaries	132,596.07	160,000.00	-27,403.93	82.9%
Total Compensation & Benefits	185,137.83	235,500.00	-50,362.17	78.6%
Contract Services				
Accounting Fees	12,301.48	18,000.00	-5,698.52	68.3%
Audio/Video	3,275.00	6,750.00	-3,475.00	48.5%
General Counsel (1099-MISC)	63,050.91	80,000.00	-16,949.09	78.8%
Grantwriter	0.00	50,000.00	-50,000.00	0.0%
Interim Administrator	66,666.64	66,666.64	0.00	100.0%
Program Specialist & Admin.	60,000.00	60,000.00	0.00	100.0%
Total Contract Services	205,294.03	281,416.64	-76,122.61	73.0%
Employment Search Fees	6,453.33	2,400.00	4,053.33	268.9%
Equipment	2,559.55	5,000.00	-2,440.45	51.2%
Insurance				
Liability - D and O	8,637.83	0.00	8,637.83	100.0%
Workers Comp	1,600.00			
Insurance - Other	0.00	9,000.00	-9,000.00	0.0%
Total Insurance	10,237.83	9,000.00	1,237.83	113.8%
Interest expense	337.50	337.50	0.00	100.0%
Loan Repayment (Leon County)	150,000.00	150,000.00	0.00	100.0%
Miscellaneous expenses				
Awards & Recognition	230.04	400.00	-169.96	57.5%
Business Registration Fees	950.00			
Capacity Bldg & Tech Training	0.00	5,000.00	-5,000.00	0.0%
Communications	0.00	4,500.00	-4,500.00	0.0%
Community Awareness/Engagement	1,066.91	1,000.00	66.91	106.7%
Dues & Subscription	13,334.00	7,000.00	6,334.00	190.5%
Furniture	0.00	40,000.00	-40,000.00	0.0%
IT Hardware	1,788.78	2,000.00	-211.22	89.4%
IT Services (Web & Email)	267.80	0.00	267.80	100.0%
Licenses & Fees	175.00	400.00	-225.00	43.8%
Misc expenses	0.00	4,000.00	-4,000.00	0.0%
Occupancy (Rent)	0.00	27,000.00	-27,000.00	0.0%
Office Supplies	211.70	3,000.00	-2,788.30	7.1%
Payroll processing	9,147.65	4,000.00	5,147.65	228.7%
Postage and Courier	327.00	500.00	-173.00	65.4%
Printing and Copying	1,486.25	1,000.00	486.25	148.6%
Publication (Legal Adv)	1,716.52	7,500.00	-5,783.48	22.9%
Research	0.00	2,640.00	-2,640.00	0.0%
Software	2,425.37	2,000.00	425.37	121.3%
Sponsorship	5,500.00	1,500.00	4,000.00	366.7%
Travel and Meetings				
Conference, Convention, Meeting	4,215.92	7,000.00	-2,784.08	60.2%
Travel	985.77	5,000.00	-4,014.23	19.7%
Travel and Meetings - Other	1,487.33	0.00	1,487.33	100.0%
Total Travel and Meetings	6,689.02	12,000.00	-5,310.98	55.7%
Miscellaneous expenses - Other	37.65	0.00	37.65	100.0%
Total Miscellaneous expenses	45,353.69	125,440.00	-80,086.31	36.2%
Needs Assessment	289,574.00	310,000.00	-20,426.00	93.4%
Payroll taxes	10,722.37	12,750.00	-2,027.63	84.1%
Program & Financial Software	0.00	150,000.00	-150,000.00	0.0%
Reserves/Community Grants	0.00	5,123,155.86	-5,123,155.86	0.0%
Summer '22 Programmatic Funding	1,565,481.69			
Total Expense	2,471,151.82	6,405,000.00	-3,933,848.18	38.6%
Net Ordinary Income	4,561,955.79	0.00	4,561,955.79	100.0%
Net Income	4,561,955.79	0.00	4,561,955.79	100.0%

Children's Services Council of Leon County

Income & Expense Report

October 2021 through September 2022

	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22
Ordinary Income/Expense					
Income					
Ad Valorem Proceeds	0.00	1,743,318.68	4,293,764.20	164,024.76	164,290.38
Interest	0.46	20.18	145.25	878.35	1,577.46
Loan Proceeds (Leon County)	0.00	90,000.00	0.00	0.00	0.00
Total Income	0.46	1,833,338.86	4,293,909.45	164,903.11	165,867.84
Expense					
Compensation & Benefits					
Employee Benefits					
Dental & Vision Insurance	0.00	0.00	0.00	0.00	0.00
Health Insurance	0.00	0.00	0.00	630.19	3,984.10
Retirement Contribution	0.00	0.00	0.00	0.00	1,275.69
Total Employee Benefits	0.00	0.00	0.00	630.19	5,259.79
Salaries	0.00	0.00	0.00	9,230.76	11,826.91
Total Compensation & Benefits	0.00	0.00	0.00	9,860.95	17,086.70
Contract Services					
Accounting Fees	0.00	1,775.00	1,050.00	1,250.00	1,188.98
Audio/Video	750.00	0.00	750.00	275.00	1,500.00
General Counsel (1099-MISC)	0.00	7,319.06	12,229.75	7,957.75	3,937.00
Interim Administrator	0.00	41,666.65	16,666.66	0.00	8,333.33
Program Specialist & Admin.	0.00	15,000.00	5,000.00	5,000.00	5,000.00
Total Contract Services	750.00	65,760.71	35,696.41	14,482.75	19,959.31
Employment Search Fees	0.00	1,421.86	5,031.47	0.00	0.00
Equipment	0.00	0.00	0.00	0.00	2,559.55
Insurance					
Liability - D and O	0.00	0.00	970.83	928.00	0.00
Workers Comp	0.00	0.00	0.00	0.00	1,600.00
Total Insurance	0.00	0.00	970.83	928.00	1,600.00
Interest expense	0.00	0.00	0.00	337.50	0.00
Loan Repayment (Leon County)	0.00	0.00	0.00	150,000.00	0.00
Miscellaneous expenses					
Awards & Recognition	0.00	44.02	0.00	126.95	0.00
Business Registration Fees	0.00	0.00	0.00	0.00	0.00
Community Awareness/Engagement	0.00	0.00	0.00	0.00	0.00
Dues & Subscription	0.00	0.00	0.00	0.00	0.00
IT Hardware	0.00	0.00	0.00	0.00	0.00
IT Services (Web & Email)	0.00	0.00	0.00	0.00	0.00
Licenses & Fees	0.00	175.00	0.00	0.00	0.00
Office Supplies	0.00	0.00	36.85	0.00	0.00
Payroll processing	0.00	0.00	0.00	143.15	127.25
Postage and Courier	0.00	0.00	0.00	161.00	0.00
Printing and Copying	0.00	0.00	0.00	17.63	0.00
Publication (Legal Adv)	0.00	0.00	0.00	1,716.52	0.00
Software	83.72	80.34	85.90	205.97	213.30
Sponsorship	0.00	0.00	0.00	0.00	500.00
Travel and Meetings					
Conference, Convention, Meeting	0.00	149.84	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00
Travel and Meetings - Other	0.00	0.00	0.00	0.00	0.00
Total Travel and Meetings	0.00	149.84	0.00	0.00	0.00
Miscellaneous expenses - Other	0.00	0.00	0.00	0.00	0.00
Total Miscellaneous expenses	83.72	449.20	122.75	2,371.22	840.55
Needs Assessment	0.00	0.00	27,977.30	0.00	0.00
Payroll taxes	0.00	0.00	0.00	1,399.09	528.47
Summer '22 Programmatic Funding	0.00	0.00	0.00	0.00	0.00
Total Expense	833.72	67,631.77	69,798.76	179,379.51	42,574.58
Net Ordinary Income	-833.26	1,765,707.09	4,224,110.69	-14,476.40	123,293.26
Net Income	-833.26	1,765,707.09	4,224,110.69	-14,476.40	123,293.26

	Mar 22	Apr 22	May 22	Jun 22	Jul 22
Ordinary Income/Expense					
Income					
Ad Valorem Proceeds	113,804.70	224,646.99	65,882.03	150,900.37	2,785.10
Interest	1,750.23	1,697.14	1,758.19	1,841.57	2,009.91
Loan Proceeds (Leon County)	0.00	0.00	0.00	0.00	0.00
Total Income	115,554.93	226,344.13	67,640.22	152,741.94	4,795.01
Expense					
Compensation & Benefits					
Employee Benefits					
Dental & Vision Insurance	101.94	56.56	11.18	-79.58	11.18
Health Insurance	3,318.51	3,318.51	3,318.51	3,300.81	3,318.51
Retirement Contribution	1,253.71	3,052.39	3,052.39	2,862.01	3,052.39
Total Employee Benefits	4,674.16	6,427.46	6,382.08	6,083.24	6,382.08
Salaries	12,692.30	12,692.30	12,692.30	19,038.45	15,961.53
Total Compensation & Benefits	17,366.46	19,119.76	19,074.38	25,121.69	22,343.61
Contract Services					
Accounting Fees	675.00	1,875.00	712.50	0.00	675.00
Audio/Video	0.00	0.00	0.00	0.00	0.00
General Counsel (1099-MISC)	0.00	0.00	10,762.35	0.00	6,454.75
Interim Administrator	0.00	0.00	0.00	0.00	0.00
Program Specialist & Admin.	0.00	10,000.00	5,000.00	0.00	5,000.00
Total Contract Services	675.00	11,875.00	16,474.85	0.00	12,129.75
Employment Search Fees	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	0.00	0.00
Insurance					
Liability - D and O	6,539.00	0.00	0.00	0.00	200.00
Workers Comp	1,204.00	0.00	0.00	0.00	0.00
Total Insurance	7,743.00	0.00	0.00	0.00	200.00
Interest expense	0.00	0.00	0.00	0.00	0.00
Loan Repayment (Leon County)	0.00	0.00	0.00	0.00	0.00
Miscellaneous expenses					
Awards & Recognition	0.00	0.00	0.00	0.00	59.07
Business Registration Fees	0.00	0.00	0.00	0.00	0.00
Community Awareness/Engagement	0.00	0.00	0.00	0.00	0.00
Dues & Subscription	0.00	950.00	0.00	0.00	384.00
IT Hardware	0.00	342.93	0.00	0.00	0.00
IT Services (Web & Email)	0.00	0.00	0.00	0.00	0.00
Licenses & Fees	0.00	0.00	0.00	0.00	0.00
Office Supplies	174.85	0.00	0.00	0.00	0.00
Payroll processing	124.20	626.67	1,470.49	2,086.88	1,520.65
Postage and Courier	0.00	0.00	0.00	0.00	0.00
Printing and Copying	155.60	0.00	445.80	0.00	624.60
Publication (Legal Adv)	8.54	0.00	0.00	0.00	0.00
Software	230.55	94.63	343.52	108.57	211.35
Sponsorship	0.00	0.00	0.00	0.00	5,000.00
Travel and Meetings					
Conference, Convention, Meeting	1,578.00	1,645.00	399.58	0.00	200.00
Travel	144.84	0.00	0.00	217.14	0.00
Travel and Meetings - Other	0.00	138.07	0.00	0.00	1,349.26
Total Travel and Meetings	1,722.84	1,783.07	399.58	217.14	1,549.26
Miscellaneous expenses - Other	0.00	0.00	0.00	0.00	0.00
Total Miscellaneous expenses	2,416.58	3,797.30	2,659.39	2,412.59	9,348.93
Needs Assessment	55,954.60	27,977.30	65,755.60	0.00	111,909.20
Payroll taxes	1,074.60	989.88	954.34	1,431.51	1,312.32
Summer '22 Programmatic Funding	0.00	0.00	0.00	1,565,481.69	0.00
Total Expense	85,230.24	63,759.24	104,918.56	1,594,447.48	157,243.81
Net Ordinary Income	30,324.69	162,584.89	-37,278.34	-1,441,705.54	-152,448.80
Net Income	30,324.69	162,584.89	-37,278.34	-1,441,705.54	-152,448.80

	Aug 22	Sep 22	TOTAL
Ordinary Income/Expense			
Income			
Ad Valorem Proceeds	2,120.88	686.72	6,926,224.81
Interest	2,331.39	2,872.67	16,882.80
Loan Proceeds (Leon County)	0.00	0.00	90,000.00
Total Income	4,452.27	3,559.39	7,033,107.61
Expense			
Compensation & Benefits			
Employee Benefits			
Dental & Vision Insurance	11.18	11.18	123.64
Health Insurance	3,318.51	3,318.51	27,826.16
Retirement Contribution	4,456.61	5,586.77	24,591.96
Total Employee Benefits	7,786.30	8,916.46	52,541.76
Salaries	19,230.76	19,230.76	132,596.07
Total Compensation & Benefits	27,017.06	28,147.22	185,137.83
Contract Services			
Accounting Fees	2,350.00	750.00	12,301.48
Audio/Video	0.00	0.00	3,275.00
General Counsel (1099-MISC)	12,350.00	2,040.25	63,050.91
Interim Administrator	0.00	0.00	66,666.64
Program Specialist & Admin.	5,000.00	5,000.00	60,000.00
Total Contract Services	19,700.00	7,790.25	205,294.03
Employment Search Fees	0.00	0.00	6,453.33
Equipment	0.00	0.00	2,559.55
Insurance			
Liability - D and O	0.00	0.00	8,637.83
Workers Comp	-1,204.00	0.00	1,600.00
Total Insurance	-1,204.00	0.00	10,237.83
Interest expense	0.00	0.00	337.50
Loan Repayment (Leon County)	0.00	0.00	150,000.00
Miscellaneous expenses			
Awards & Recognition	0.00	0.00	230.04
Business Registration Fees	0.00	950.00	950.00
Community Awareness/Engagement	0.00	1,066.91	1,066.91
Dues & Subscription	0.00	12,000.00	13,334.00
IT Hardware	0.00	1,445.85	1,788.78
IT Services (Web & Email)	267.80	0.00	267.80
Licenses & Fees	0.00	0.00	175.00
Office Supplies	0.00	0.00	211.70
Payroll processing	1,524.18	1,524.18	9,147.65
Postage and Courier	166.00	0.00	327.00
Printing and Copying	0.00	242.62	1,486.25
Publication (Legal Adv)	-8.54	0.00	1,716.52
Software	692.03	75.49	2,425.37
Sponsorship	0.00	0.00	5,500.00
Travel and Meetings			
Conference, Convention, Meeting	90.00	153.50	4,215.92
Travel	623.79	0.00	985.77
Travel and Meetings - Other	0.00	0.00	1,487.33
Total Travel and Meetings	713.79	153.50	6,689.02
Miscellaneous expenses - Other	12.30	25.35	37.65
Total Miscellaneous expenses	3,367.56	17,483.90	45,353.69
Needs Assessment	0.00	0.00	289,574.00
Payroll taxes	1,577.64	1,454.52	10,722.37
Summer '22 Programmatic Funding	0.00	0.00	1,565,481.69
Total Expense	50,458.26	54,875.89	2,471,151.82
Net Ordinary Income	-46,005.99	-51,316.50	4,561,955.79
Net Income	-46,005.99	-51,316.50	4,561,955.79

RESOLUTION NO. 2022-10

A RESOLUTION OF THE CHILDREN'S SERVICES COUNCIL OF LEON COUNTY DESIGNATING THE CHAIR, VICE-CHAIR AND TREASURER OF THE GOVERNING COUNCIL EFFECTIVE AS OF OCTOBER 1, 2022; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CHILDREN'S SERVICES COUNCIL OF LEON COUNTY AS FOLLOWS:

SECTION 1. AUTHORITY. This Resolution of the Children's Services Council of Leon County ("CSC Leon") is adopted pursuant to Ordinance No. 2018-13 adopted by the Board of County Commissioners of Leon County, Florida on June 19, 2018, as approved by the electorate of Leon County at the general election conducted on November 3, 2020, section 125.901, Florida Statutes, chapter 189, Florida Statutes, and other applicable provisions of law.

SECTION 2. FINDINGS. It is hereby ascertained, determined and declared as follows:

(A) Section 125.901, Florida Statutes, authorizes children's services councils to make and adopt bylaws and rules and regulations for the council's guidance, operation, governance, and maintenance.

(B) The bylaws adopted by the Governing Council of CSC Leon (the "Governing Council") provide that the officers of CSC Leon shall consist of a Chair, Vice-Chair and Treasurer, and that such officers shall be chosen by the Governing Council from among its membership for the term of office set forth therein.

(C) The Governing Council conducted officer elections at its meeting held on October 20, 2022 and thereby designated the Chair, Vice-Chair and Treasurer of CSC Leon effective as of October 1, 2022 and adopts this Resolution to document the results of such elections.

SECTION 3. GOVERNING COUNCIL OFFICERS.

(A) The following officers of CSC Leon were duly elected by the Governing Council at its meeting held on October 20, 2022:

- (1) Dr. Zandra Mallory Glenn, Chair
- (2) Terrance Watts, Vice-Chair
- (3) Richard "Paul" Mitchell, Treasurer

(B) The term of office for such officers commenced on October 1, 2022 and shall continue for the period specified in the CSC Leon bylaws.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED this 20th day of October, 2022.

**CHILDREN'S SERVICES COUNCIL
OF LEON COUNTY**

By: _____
Chair

ATTEST:

Executive Director

[SEAL]

Children's Services Council of Leon County

2022 Future Meetings

Dates & Locations

(All times are E.T.)

DATE	TIME	SUBJECT	LOCATION
Wednesday, October 12	1:00 pm	Program Services Cmte	Sunshine Health Community Room
Wednesday, October 12	5:30 pm	Finance & Budget Cmte	The Southern Group
Friday, October 14	3:00 pm	IIMS RFP Public Opening	Law Offices of Bryant, Miller, Olive
Thursday, October 20	4:00 pm	Regular Meeting	The Children's Forum, 1211 Governors Square Blvd., Suite 200
Monday, October 24	11:00 am	Capacity Building RFP Informational Session	Via Zoom
Thursday, November 3	2:00 pm	IIMS RFP Public Meeting	TBA
Thursday, November 10	4:00 pm	Executive Cmte	The Southern Group
Thursday, November 17	4:00 pm	Regular Meeting	The Children's Forum, 1211 Governors Square Blvd., Suite 200
Monday, November 28	2:00 pm	Capacity Building RFP Public Opening	Law Offices of Bryant, Miller, Olive
Thursday, December 8	10:00 am	Capacity Building RFP Public Meeting	TBA
Thursday, December 15	2:00 pm	Capacity Building RFP Public Meeting	The Children's Forum, 1211 Governors Square Blvd., Suite 200
Thursday, December 15	4:00 pm	Regular Meeting	The Children's Forum, 1211 Governors Square Blvd., Suite 200
Friday, December 16	3:00 pm	Auditor Services RFP Public Opening	Law Offices of Bryant, Miller, Olive
Thursday, January 5	TBA	Auditor Services RFP Public Meeting	TBA
Thursday, January 19	4:00 pm	Regular Meeting	2002 Old. St. Augustine Rd., Suite A-50
Friday, January 20	3:00 pm	Open House: Community Resource Center	2002 Old. St. Augustine Rd., Suite A-50