

Children's Trust of Alachua County

Monday, April 15, 2019 | 4:00 pm | Alachua County Administration Building

Members Present: Ken Cornell, Alachua County Commissioner; Honorable Susanne Wilson-Bullard, Circuit Judge; Tina Certain, Alachua County School Board Member; Karen Clarke, Alachua County School Superintendent; Cheryl Twombly, DCF Community Development Administration

Staff Present: Carl Smart, Assistant County Manager for Public Safety and Community Support Service; Bob Swain, Senior Assistant County Attorney; Claudia Tuck, Community Support Services Director; Tom Tonkavich, Community Support Services Assistant Director.

1. Call To Order:

Interim Chair Ken Cornell called the meeting to order at 4:00 pm.

2. Agenda Review, Revision and Approval:

Superintendent Karen Clarke moved to adopt the agenda as presented. Before the motion could continue, The Honorable Susanne Wilson-Bullard asked for clarification on the agenda and more information on what the Trust is supposed to accomplish today.

Member Karen Clarke moved to adopt the agenda. Second by Member Tina Certain. Call for public input. Motion carried 5-0.

3. Approval of April 1, 2019 Meeting Minutes:

Superintendent Karen Clarke moved the approval the meeting minutes as presented. Second by Member Tina Certain. Call for public input. Motion carried 5-0.

4. Children's Services Advisory Board (CSAB) Gap Analysis:

Assistant County Manager Carl Smart introduced the CSAB GAP analysis item and noted the Florida Children's Council was asked to review it. The Florida Children's Council indicated the Gap Analysis is sufficient to meet the needs assessment requirement put forth in the Ordinance, however the Trust may want to do further analyses over time. Dr. Tom Logan, Chair of the Children's Services Advisory Board, explained how the CSAB identified priority indicators of child well-being and presented an analysis of this to the Trust. Dr. Logan provided guidance on key issues affecting our youth and identified priority areas the Board should further assess, including providing the majority of funds for families with children under 5 years of age because that is when the most crucial development occurs. He also stressed encouraging innovation and collaboration. The CSAB also advocates for continued funding of the three new initiatives it implemented.

5. CSAB Funded Programs Presentation:

Assistant County Manager Carl Smart gave introductory comments for the three programs presenting who received funding from the Children's Services Advisory Board. All three programs gave thorough reports previously to the CSAB and provided a condensed PowerPoint presentations for the Trust meeting. The NewboRN Nurse Home Visit, CHILD Center for Early Learning and Healthy Social and Emotional Development and Family Support programs presented their reports highlighting missions, accomplishments, obstacles and plans for further program development. Trust members asked questions of each program, mainly revolving around what each could do to improve/expand their respective programs.

6. BOOST/UF Research Team Presentation:

Dr. Diedre Houchen gave a presentation on behalf of the Better Out of School Time (BOOST) Alliance. The presentation highlighted the in-kind work of providers who have come together to coordinate activities to enhance the quality of services offered to youth in out-of-school time activities. The researchers found critical information on the needs of children Ages 5-18 years old in Alachua County and are seeking funding to continue their important work, which they consider an investment in the capacity building of youth programming. Board members asked brief questions at the end of the presentation and acknowledged the incredible work the team is doing and how members are looking forward to the release of a research brief in the near future.

7. Administrative Functions:

Todd Hutchison, Finance Director for the Clerk of the Circuit Court, presented three potential options for the provision of administrative services to the Trust. Before making the presentation, Hutchison announced that the Trust officially had a Tax ID number registered with the IRS and a request for sales tax exemption has been made. The Honorable Susanne Wilson-Bullard expressed concerns on making further decisions (especially pertaining to the budget) without having a full board since the Trust is now an independent entity. Once adopted, the Trust approved budget goes into effect on October 1, 2019. ~~Hutchison reiterated that no official decisions are legal until October 1, 2019, so any decisions made by the Board are tentative and can be changed at any time.~~
Member Tina Certain moved that the Trust adopt Option A as described by the Clerk of the Circuit Court and that staff return with a draft Inter-local agreement. Second by the Honorable Susanne Wilson-Bullard. Call for public input. Motion carried 5-0.

8. Budget Development:

Tommy Crosby, Assistant County Manager for Budget and Fiscal Services, presented information on key issues related to budget development, including a starter draft budget for the Trust, an excerpt from the Trust's Ordinance provisions and sample job postings for a potential Administrative Support Manager and Administrative Assistant.

9. TRIM and Millage Discussion:

Tommy Crosby, Assistant County Manager for Budget and Fiscal Services, presented a revised draft TRIM meeting schedule, including an overlay of all scheduled meetings of the Trust through September 30, 2019.

10. First Year To Do List and Next Meeting(s) Agenda:

Interim Chair Ken Cornell reviewed the schedule of the Board's meetings through the remainder of the fiscal year (until September 30, 2019) and the draft agenda for the next meeting on Monday, April 29th, 2019 as well as draft meeting agendas and schedules for other future meetings.

11. Board Member General Comments:

Interim Chair Ken Cornell called for comments from fellow board members. There was consensus amongst members regarding the need for additional assessments.

12. Call for Public Input:

Interim Chair Ken Cornell called for general public comment. Comments centered on developing an operational budget, reconsidering the contracting of administrative functions and where to email questions to members of the Trust.

13. Adjournment:

Interim Chair Ken Cornell adjourned the meeting at 6:42 pm.

Recorded by,

LaRaven Temoney
Intern

Reviewed by,

Approval of April 15, 2019 Meeting Minutes

On April 29, 2019 Interim Chair Ken Cornell asked that the draft minutes be revised, last sentence of #7. Administrative functions to reflect that the Trust budget, once adopted goes into effect on October 1, 2019 and to strikethrough the last sentence.

Thomas Tonkavich
Liaison