

Children's Trust of Alachua County
March 11, 2019 (Inaugural Meeting)

Members Present: Honorable Susanne Wilson-Bullard, Tina Certain, Alachua County School Board, Karen Clarke, Alachua County School Superintendent, Ken Cornell, Alachua County Commissioner, and Cheryl Twombly, DCF Community Development Administrator

Staff Present: Carl Smart, Assistant County Manager, Bob Swain, Senior Assistant County Attorney, Claudia Tuck, Community Support Services Director, Tom Tonkavich, Community Support Services Assistant Director

1. Call to Order

As this is the first meeting of the Children's Trust, Carl Smart, Assistant County Manager called the meeting to order at 4:01 pm. Members were given a brief overview of the agenda for the first meeting as well as some background on the creation of the Trust.

2. Introductions

Each member introduced themselves and made opening comments. Staff also introduced themselves and briefly explained their role in supporting the Trust board.

3. Agenda Review, Revision, and Adoption

Carl Smart, Assistant County Manager reviewed the agenda and generally explained each item.

Commissioner Ken Cornell moved to adopt the agenda as presented. Second by Member Karen Clarke. Call for public input. Motion carried 5-0.

4. Status of Gubernatorial Appointments and Staff Activities to Date

Carl Smart, Assistant County Manager provided members with a verbal report on the status of gubernatorial appointments, noting the Governor has not made any to date. Staff have been in contact with the Governor's Office to make sure all needed information is on file. Staff have also undertaken several preliminary steps on behalf of the Trust including notifying the Department of Economic Opportunity (DEO) and the Florida Legislative of its creation.

5. Florida Sunshine Laws

Bob Swain, Senior Assistant County Attorney made a brief presentation to members on Florida Sunshine laws and how these apply to the Trust board. Additionally, he provided members with guidance and suggestions on how best to handle discussions and communications when some members attend functions of other sunshine boards, i.e., school board meetings and activities, Children's Services Advisory Council, etc. Members were provided with an opportunity to ask questions and obtain further clarification on public noticing of meetings, meeting between individual school board members and the superintendent, etc.

6. Alachua County Ordinance 18-08

Bob Swain, Senior Assistant County Attorney briefly reviewed Ordinance 18-08 with members. This ordinance as adopted by the voters of Alachua County is one of the creation documents for the Trust. It describes the powers and duties of the Trust and created it as an independent special district with taxing authority. The Trust is also subject to applicable Florida Statute as referenced in the Ordinance. Members asked for clarification on the naming of the Trust as the Children's Trust of Alachua County and why it was not titled as a Children's Services Council as defined in statute. Bob Swain, Assistant County Attorney clarified that the naming of the Trust was included in the Ordinance and that statute does not require a specific name. It was noted that councils around the state are not all titled as councils, Miami-Dade is a trust and Pinellas County is titled as the juvenile welfare board.

7. By-laws Review and Discussion

Carl Smart, Assistant County Manager presented an overview of the draft by-laws to members. It was noted that this is a draft based on review of the by-laws received from other Children's Services Councils around the state. Members were advised that the by-laws can be amended at anytime and are essentially an operational document that describes how the Trust will conduct its business.

Commissioner Ken Cornell moved to adopt the by-laws as presented. Second by Member Susanne Wilson-Bullard. Call for public input. Motion carried 5-0.

8. Interim Chair and Vice-Chair

Carl Smart, Assistant County Manager explained the nominating process to members. The use of an Interim Chair and Interim Vice-Chair was briefly discussed. Members agreed by consensus to keep the Interim title and once gubernatorial appointments were completed, elections would be held again.

Member Tina Certain nominated Commissioner Ken Cornell for the position of Interim Chair. Second by Member Karen Clarke. Judge Susanne Wilson-Bullard nominated Tina Certain as Interim Treasurer. Second by Karen Clarke. Member Karen Clarke nominated Judge Susanne Wilson-Bullard as Interim Vice-Chair. Second by Member Cheryl Twombly.

Carl Smart, Assistant County Manager called for more nominations. Hearing no further nominations the nominations were put to a vote and adopted 5-0.

The meeting gavel was passed to the new Interim Chair, Commissioner Ken Cornell.

9. Designation of a Registered Agent

Carl Smart, Assistant County Manager explained the role and need for a Registered Agent. It was noted that this designation can be changed at anytime by the Trust board.

Member Karen Clarke moved the staff recommendation to designate the Alachua County Attorney as the Registered Agent and Registered Office and to direct staff to notify the DEO according to its procedures. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

10. Acceptance of County BoCC and County Attorney Staff Support Liaison Role

Carl Smart, Assistant County Manager advised members the Board of County Commissioners has offered staff support of the Children's Trust. This would assist members with completing various regulatory filings, keeping meeting minutes and other records, assisting with agenda preparations, etc. Additionally, the County Attorney's Office has offered to provide general legal counsel to the Trust. The Trust can change this designation at anytime. The offer is made to assist the Trust in getting established through the initial budget process.

Judge Susan Wilson-Bullard moved to accept the staff recommendation to accept the BoCC offer of staff support with signature authority consistent with the role of an Executive Director. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

11. First Year To Do List and Regular Meeting Schedule

Carl Smart, Assistant County Manager provided members with a brief overview of the item. Before proceeding with discussion on the To Do List, Interim Chair Ken Cornell asked members to discuss and decide on a regular meeting schedule. After brief discussion members decided to begin meeting regularly.

Member Tina Certain moved to have the Trust meet twice a month on the 1st and 3rd Mondays of each month from 4:00-6:00 pm starting in April 2019. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

Members briefly discussed the To Do list as presented. Interim Chair Ken Cornell asked for public input on what the Trust should begin working on first or if there were any additions to the proposed To Do List.

Members of the public spoke and offered many ideas for the Trust to consider. General public comments made included:

- Develop an understanding of the programs funded by the Children's Services Advisory Board
- Proceed in a slow and methodical way and include innovation and collaboration as key elements
- Members were informed about the new BOOST initiative
- Look at what other Councils around the State have accomplished, get input from them
- Create a community advisory board to the Trust, recruit parents and children to participate

Interim Chair Ken Cornell asked that the proposed To Do List be modified to include, a Community Advisory Board, Executive Director, review of what has been accomplished the last two years, and to obtain data from other Children's Services Councils.

12. Board Member General Comments

Members were provided with an opportunity to make additional comments.

13. Call for Public Input

Interim Chair Ken Cornell called for general public comment.

Meeting adjourned at 5:20 pm.

Recorded by,

Approval of March 11, 2019 Meeting Minutes

On April 1, 2019 The Honorable Susanne Wilson-Bullard moved to approve the meeting minutes as presented. Second by Member Tina Certain. Call for public input. Motion carried 4-0.

Tom Tonkavich, Staff Liaison